

RESOLUTION AGREEMENT

Altmar-Parish-Williamstown Central School District Case No. 02-19-1124

In order to resolve Case No. 02-19-1124, the Altmar-Parish-Williamstown Central School District (the District) assures the U.S. Department of Education, Office for Civil Rights (OCR), that it will take the following actions pursuant to Title VI of the Civil Rights Act of 1964 (Title VI), as amended, 42 U.S.C. § 2000d et seq., and its implementing regulation at 34 C.F.R. Part 100.

The District enters into this resolution agreement voluntarily because it believes that the action items set forth below are consistent with the interest of the Student and with the District's practices. Nothing in this resolution agreement shall be considered an admission that the District engaged in any unlawful or discriminatory practices.

Action Item 1: Investigation of Reports of Racial Discrimination/Harassment

By September 30, 2019, the District will conduct an investigation of the reports of racial discrimination/harassment made during a speech and in a letter provided to the District's Board of Education (the Board) following a Board meeting on XXXXX. In its investigation, the District will, at a minimum: allow the Student, the complainant, and the other signatories to the letter delivered to the Board, an opportunity to provide detailed information to the District in support of the incidents reported in the speech and letter, identify any relevant witnesses, and provide names or descriptions of alleged respondent(s), if identified; conduct a detailed review of all information the parties provide to the District; interview relevant District administrators, staff, respondents, and other witnesses to the alleged conduct, as appropriate; and, make a determination regarding whether the evidence presented supports a finding that race discrimination/harassment occurred that created a hostile environment for the Student and/or others. If so, the District will take prompt action reasonably calculated to stop the discrimination/harassment; prevent its recurrence; and as appropriate, remedy its effects. The outcome of the investigation will be communicated to the parties.

Reporting Requirement: By October 15, 2019, the District will submit to OCR a report documenting the investigation that includes, at a minimum, the names and titles of the witnesses and other individuals interviewed; a summary of the information the Student, the complainant, the signatories to the letters, the respondents, and any witnesses or other individuals provided; and, the outcome of the investigation. The District will also provide to OCR a copy of all documentation obtained during the course of the investigation, and documentation demonstrating that notice of the outcome was provided to all parties. In addition, the District will provide to OCR a description of any remedies that the District deems necessary for the Student, any of the other signatories to the letter, and/or any other individuals; any disciplinary action pursued against the respondent(s) (and the result of such action, if completed); and, other actions taken to stop the discrimination/harassment, prevent its recurrence, and as appropriate, remedy its effects. In the event the District

determines that no remedial action is required, the District will provide an explanation for its determination.

Action Item 2: Training

By September 30, 2019, the District will provide additional training to any District administrators and staff who will be directly involved in processing, investigating, and/or resolving complaints of race discrimination/harassment, including, but not limited to: the superintendent, Dignity Act Coordinators, and building principals. The training will cover, at a minimum, the District's current grievance procedures; instruction on recognizing and appropriately addressing allegations and complaints of racial discrimination/harassment, including how to recognize and identify racial discrimination/harassment and/or a racially hostile environment; the District's responsibilities to address such discrimination/harassment; the relevant resources available; and, best practices regarding documenting reports/complaints of racial discrimination/harassment and the District's response to such reports/complaints. During the training, the District will provide copies of its grievance procedures to all attendees or refer them to their location within the publications they already possess.

Reporting Requirements:

- a) By October 15, 2019, the District will provide documentation to OCR demonstrating that the training referenced in Action Item 2 was provided. This documentation will include, but will not be limited to, the date(s) of the training; the name and credentials of the trainer; copies of any training materials used, including any handouts, guides, or other materials; and, proof of attendance by those listed in Action Item 2.
- b) By July 31, 2020, the District will submit to OCR complete copies of its files for school year 2019-2020 documenting the District's responses to any complaints/reports of racial discrimination/harassment. Along with such files, the District will submit a tracking report that will include, at a minimum: the names of the respondents; the conduct alleged; the name and position of the individual(s) who received and processed the initial complaints; the status of the case (e.g., investigation is ongoing, the District is assessing discipline to be imposed, etc.); the outcome of all completed investigations; and, the outcome of any disciplinary matters related to the investigation. If the District submits any files before the case is complete, the District will flag those files as incomplete and, upon request, re-submit those files once the case is completed.

The District understands that by signing this resolution agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of the resolution agreement. Further, the District understands that during the monitoring of the resolution agreement, if necessary, OCR may visit the District, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the District has fulfilled the terms and obligations of the resolution agreement. Upon the District's satisfaction of the commitments made under the resolution agreement, OCR will close this case.

The District understands and acknowledges that OCR may initiate proceedings to enforce the specific terms and obligations of this Agreement and/or the applicable statute(s) and regulation(s). Before initiating such proceedings, OCR will give the District written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

This resolution agreement will become effective immediately upon the signature of the District's representative below.

6/28/19
Date

/s/
Eric Knuth
Superintendent of Schools
Altmar-Parish-Williamstown Central School District