

**RESOLUTION AGREEMENT
COLONIAL SCHOOL DISTRICT
OCR CASE NO. 03-13-1014**

In order to resolve one allegation raised in OCR Case No. 03-13-1014, filed against the Colonial School District (District) and opened for investigation by the U.S. Department of Education, Office for Civil Rights (OCR) pursuant to Title VI of the Civil Rights Act of 1964, 42 United States Code §§ 2000d-1 *et seq.*, and its implementing regulation at 34 C.F.R. pt. 100, the District agrees to implement the following Resolution Agreement.

Without admitting to any violation of law, the District voluntarily agrees to the terms of this Agreement and agrees to comply fully with its provisions. In consideration for the commitments made herein by the District, OCR agrees to refrain from further pursuing the investigation of this complaint. This commitment does not relieve the District from fulfilling its other obligations under Title VI or resolve any other individual or class complaint against the District under Title VI.

Review/revision of District's procedures for addressing complaints of race discrimination

1. By May 30, 2014, the District will develop and/or revise its existing procedures for addressing Title VI complaints filed by students, staff or members of the community. These procedures will provide for the prompt and equitable resolution of the complaints and for informing complainants in a timely manner of the outcome of the investigation.
2. Upon OCR's review and approval of the revised Title VI complaint procedures, the District will adopt and disseminate the revised procedures in each student and parent handbook. The District will also amend any other documents or notices that reference the Title VI complaint procedures and that are routinely provided to parents and students, as well as at any events where such documents or notice are routinely referenced and or distributed.

Reporting Requirements

- By May 30, 2014, the District will provide to OCR a draft of the revised Title VI complaint procedures for review and comment. Within 15 days of OCR's approval, the District will provide confirmation that the revisions were adopted.
- By September 15, 2014, the District will provide OCR with documentation confirming dissemination of the revised Title VI complaint procedures, including a copy of student/parent handbook(s).

Complaint of racial discrimination

3. By May 30, 2014, the District will investigate and respond to the Complainant's XXXXXX complaint of discrimination, which XXX raised to XXXXXX XXXXXX XXXXXX XXXXXX administrators. The District will provide a written response to the Complainant, outlining the steps taken to investigate XXX complaint, its findings, and any remedial actions taken as a result.

Reporting Requirement

- By May 30, 2014, the District will submit to OCR a copy of the written response provided to the Complainant.

Training

4. By September 1, 2014, the District will provide training to XXXXXX XXXXXX XXXXXX XXXXXX administrators, faculty, and staff regarding how to address complaints alleging discrimination on the basis of race. The training must address, at a minimum:
 - (a) Title VI's prohibition against race discrimination;
 - (b) the process for filing a race discrimination complaint with the District;
 - (c) what District employees should do if a student or the parent/guardian of a student complains of race discrimination by a District employee, student, or third party;
 - (d) what District employees should do if they witness race discrimination against a student or the parent/guardian of a student by a District employee, a student, or a third party;
 - (e) the District's process for investigating and resolving race discrimination complaints;
 - (f) Title VI's prohibition on retaliating against a parent, student, or other individual who files a race discrimination complaint or participates in a Title VI complaint investigation; and
 - (g) who to contact with questions about the District's process for reporting or addressing complaints of discrimination on the basis of race.

The District may, at its discretion, combine this training into existing/planned professional development sessions.

Reporting Requirements

- By September 15, 2014, the District will provide OCR documentation showing it has provided the training required by Commitment 4. The documentation will include:
 - the date, time, and location of the training;
 - the topics addressed at the training;
 - copies of handouts distributed to the training participants;
 - the name(s) and title(s) of the individual(s) who conducted the training; and
 - one or more sign-in sheets with the name and title of each employee who participated in the training.

The District understands that OCR will not close the monitoring of this Agreement until OCR determines that the District has fulfilled the terms of this Agreement and is in compliance with the regulation implementing Title VI applicable to this complaint.

The District understands that by signing this Agreement, it agrees to provide data and other information in a timely manner. Further the District understands that during the monitoring of this Agreement, 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 of this Agreement and is in compliance with the regulations implementing Title VI applicable to this complaint.

The District understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of this Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings to enforce this Agreement, OCR shall give the District written notice of the alleged breach and a minimum of sixty (60) calendar days to cure the alleged breach.

/s/

4/28/2014

Superintendent or designee
Colonial School District

Date