

**Resolution Agreement  
Complaint #04-15-1473  
Leon County School District**

The U.S. Department of Education, Office for Civil Rights (OCR) and Leon County School District (District) enter into this Agreement to resolve the allegations in complaint number 04-15-1473. The District assures OCR that it will take the following actions to comply with the requirements of Title IX of the Education Amendments of 1972 (Title IX), as amended, 20 U.S.C. §§ 1681 *et seq.*, and its implementing regulation at 34 C.F.R. Part 106, which prohibits discrimination on the basis of sex by recipients of Federal financial assistance.

Pursuant to Section 303(b) of OCR's Case Processing Manual, to resolve the issues of this investigation, the District agrees to implement the following corrective actions:

**Procedures**

1. The District will ensure that staff at Montford Middle School (School) follows the District's sexual harassment policy and procedure "5517 Anti-Harassment," which requires that a written record of sexual harassment investigations be made and kept and that both parties will be notified about the investigative findings of the investigation.
2. The District will provide OCR with an assurance that the District will maintain the complete investigative file in compliance with established District or State record retention requirements.

**Reporting Requirement:** By **June 30, 2018**, the District will provide OCR with documentation demonstrating that staff at the School has been made aware of the requirement of and reminded of its obligation to follow the District's sexual harassment policy and procedure "5517 Anti-Harassment."

**Training**

3. The District will provide annual training for staff responsible for investigating complaints of sexual harassment under Title IX. The training should include Title IX legal standards and the requirements of a complete investigation including interviewing all witnesses with relevant information, taking written statements, keeping a record of the investigation, determining whether a hostile environment has been created and providing the findings of the investigation to both parties.

**Reporting Requirement:** By **September 1, 2018**, the District will provide documentation to OCR demonstrating that the appropriate faculty and staff have attended the training provided pursuant to Item #3. The documentation shall include, but shall not be limited to: (1) the date(s) of the training session(s); (2) a list of the names and job titles of the staff who participated in the training session(s); (3) a description of the presenter's background and qualifications; and, (4) a copy of the training materials disseminated, or in the event of electronic training, provide the training content.

**Student**

4. By **May 1, 2018**, the Complainant will be offered counseling for the Student at the expense of the District provided by a District guidance counselor for up to one calendar year as the need is determined by the Complainant and the counselor and for the amount of time per week determined by the Complainant and the counselor.

Reporting Requirement: By **June 30, 2018**, the District will provide OCR with documentation confirming that the Student was offered counseling and, if the offer is accepted, by **June 30, 2019**, the District will provide evidence the counseling commenced including the name and credentials of the person who conducted the counseling, a brief synopsis of what the counseling entailed and the number of hours of counseling by the date stated above or at the conclusion of the counseling sessions.

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

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 sixty (60) calendar days to cure the alleged breach.

This Agreement will become effective immediately upon signature of the District Superintendent or designee below.

\_\_\_\_\_/s/\_\_\_\_\_  
\_\_\_\_\_  
**Superintendent /designee**  
**Leon County School District**

\_\_\_\_\_  
\_\_\_\_\_  
**Date**