

**Resolution Agreement
Shirley School District
OCR Complaint Number 06-13-1419**

Shirley School District (SSD) voluntarily submits this Resolution Agreement (Agreement) to the U.S. Department of Education, Office for Civil Rights (OCR), Dallas Office. By this Agreement, SSD commits to the following actions to ensure that it has achieved compliance with the requirements of Title IX of the Education Amendments of 1972 (“Title IX”), 20 U.S.C. § 1681, and its implementing regulation at 34 C.F.R. Part 106, which prohibit discrimination on the basis of sex.

SSD assures OCR that it will implement the action items listed below:

Sexual Harassment Grievance Procedures

1. By XXXX XX, XXXX, the SSD will submit to OCR, for its review and approval, draft Title IX policy and grievance procedures that address complaints of sex discrimination (including sexual harassment and sexual assault) as required by Title IX’s implementing regulations at 34 C.F.R. §106.8(b). The SSD will ensure that these policies and procedures provide for the prompt and equitable resolution of complaints alleging sex discrimination and will include, at a minimum, the following:
 - a. notice to students, parents of elementary and secondary students, and employees of the grievance policies and procedures, including where complaints may be filed;
 - b. application of the grievance policies and procedures to complaints filed by students or on their behalf alleging sexual harassment carried out by employees, other students, or third parties;
 - c. provisions for adequate, reliable, and impartial investigation of complaints, including the opportunity for both the complainant and the accused to present witnesses and evidence;
 - d. designated and reasonably prompt time frames for the major stages of the complaint process;
 - e. notice to the complainant and accused of the outcome of the complaint; and
 - f. an assurance that the District will take steps to prevent recurrence of any sexual harassment and remedy discriminatory effects on the complainant and others, if appropriate.

REPORTING REQUIREMENTS

- 1.1 Within **45 calendar days** after receiving OCR approval of the policy and grievance procedures, the SSD will adopt and implement, and disseminate to all District and campus administrators, teachers, staff members, and students written notice regarding the policy and grievance procedures for resolving Title IX complaints raised by said persons or third parties against one another or any other persons. The SSD, at a minimum, will make this notification through the SSD’s website, electronic mail messages to administrators, teachers, staff, and students (and/or their parents/legal guardians), and the

following regularly issued/published publications: Student Codes of Conduct, Student Handbooks, Employee Manuals, as well as by any additional means of notification that the SSD deems effective to ensure that the information is widely disseminated.

- 1.2 Within **30 calendar days** after the completion of Item #1.1, the SSD will provide OCR with documentation that it has implemented Item #1.1, including copies of the written notices issued to District and campus administrators, teachers, staff members, and students regarding the Title IX policy and grievance procedures and a description of how the notices were distributed; copies of the relevant revised student publications; and a link to its webpage where the revised Title IX policy and grievance procedures are located.

Training for Title IX Coordinator and District Personnel

2. Within **45 calendar days** after receiving OCR's approval of the Title IX policy and grievance procedures described in Item #1, the District will submit to OCR, for its review and approval, a Title IX training module for its Title IX Coordinator, any other coordinators, and any District personnel who are directly involved in processing, investigating and/or resolving complaints of sex discrimination (including sexual harassment, sexual assault, or sexual violence) or who otherwise coordinate the District's compliance with Title IX. The training will cover the District's new grievance procedures for Title IX complaints and will provide attendees with instruction on preventing, recognizing and appropriately addressing allegations and complaints pursuant to Title IX. Additionally, the training will include instruction on how to conduct and document adequate, reliable, and impartial Title IX investigations. The training module will include the topics to be discussed during the training, any materials to be distributed during the training, the name and title of the trainer, and the credentials of the trainer with respect to Title IX.

REPORTING REQUIREMENTS

- 2.1 Within **30 calendar days** after receiving OCR's approval of the training module referenced in Action Item 2, the SSD will provide OCR with documentation that the above-listed training was provided, including the date of the training session and a list of the names and job titles of all individuals who attended the above-referenced training.

SSD understands that by signing this Agreement, it agrees to provide data and other information in a timely manner. Further, SSD understands that during the monitoring of this Agreement, OCR may visit SSD, interview staff and students and request such additional reports or data as are necessary for OCR to determine whether SSD has fulfilled the terms of this Agreement and is in compliance with the regulations implementing Title IX at 34 C.F.R. § 106.31, which were at issue in this case.

SSD understands that OCR will not close the monitoring of this Agreement until OCR determines that SSD has fulfilled the terms of this Agreement and is in compliance with the regulation implementing Title IX at 34 C.F.R. § 106.8.

SSD 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 SSD written notice of the alleged breach and a minimum of sixty (60) calendar days to cure the alleged breach.

Superintendent Shirley School District/
Designee

Date