

**Resolution Agreement  
Monroe City Schools  
OCR Complaint Number 06-14-1565**

Monroe City Schools (MCS) voluntarily submits this Resolution Agreement (Agreement) to the U.S. Department of Education, Office for Civil Rights (OCR), Dallas Office, to resolve the above-referenced complaint. This Agreement does not constitute an admission of liability, non-compliance, or wrongdoing by the MCS. The MCS assures the U. S. Department of Education, Office for Civil Rights, (OCR), that it will take the following actions to comply 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..

Prior to the completion of OCR’s investigation, the MCS agreed to resolve the issue of this investigation pursuant to Section 302 of OCR’ s Case Processing Manual. Accordingly, to resolve the issues of this investigation, the MCS agrees to take the following actions.

**Sexual Harassment Grievance Procedures**

1. By XXXXX XX, XXXX, the MCS will submit to OCR, for its review and approval, draft Title IX 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 MCS 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 grievance procedures, the MCS will adopt, implement, and disseminate to all District and campus administrators, teachers, staff members, and students written notice regarding the Title IX grievance procedures. The MCS will make this notification through the MCS’s website for

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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 MCS deems effective to ensure that the information is widely disseminated.

- 1.2 Within **30 calendar days** after the completion of Item #1.1, the MCS will provide OCR with documentation that it has implemented Item #1.1, including a link to its webpage where the revised Title IX grievance procedures are located.

### **Training for the Carroll High School Personnel and Staff**

2. Within **45 calendar days** after receiving OCR's approval of the Title IX grievance procedures described in Item #1, the District will submit to OCR, for its review and approval, a Title IX training module for the Carroll High School personnel that contains information for processing, investigating and/or resolving complaints of sex discrimination (including sexual harassment, sexual assault, or sexual violence) for compliance with Title IX. The training will cover the District's grievance procedures for Title IX complaints and will provide the Carroll High School personnel with instruction on 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 **45 calendar days** after receiving OCR's approval of the training module referenced in Action Item 2, the MCS will provide OCR with documentation that the above-listed training was provided to the Carroll High School, 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.

The MCS 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 the Agreement. Further, the MCS understands that during the monitoring of this Agreement, if necessary, OCR may visit the MCS, interview staff and students and request such additional reports or data as are necessary for OCR to determine whether the MCS has fulfilled the terms of this Agreement. Upon the MCS's satisfaction of the commitments made under the Agreement, OCR will close the case.

The MCS 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 will give the MCS written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

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Superintendent Monroe City Schools  
Designee

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Date