



RESOLUTION AGREEMENT

**Water Valley School District
OCR Complaint No. 06141588**

JURISDICTION

The United States Department of Education, Office for Civil Rights (OCR) and the Water Valley School District (WVSD or the District) enter into this Agreement to resolve the allegations in the above-referenced complaint. This Agreement does not constitute an admission of liability, non-compliance, or wrongdoing by the District. 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), 20 U.S.C. §§ 1681 *et seq.*, and its implementing regulation, at 34 C.F.R. Part 106, which prohibit discrimination on the basis of sex by recipients of Federal financial assistance.

Accordingly, to resolve the issues of this investigation, the District agrees to take the following actions:

ACTION ITEMS AND REPORTING REQUIREMENTS

Action Item 1: Title IX Coordinator

By February 15, 2018, the District will take steps to ensure that all students, parents or guardians, and employees are notified of the name and/or title, office address, telephone number, and electronic mail (email) address of the designated Title IX Coordinator. Notification may occur by the methods usually employed by the District for distributing District policies and procedures, including posting on the District's website.

Reporting Requirement: By February 22, 2018, the District will provide documentation to OCR demonstrating compliance with Action Item 1, including copies of any printed versions of publications disseminated to students, parents/guardians and employees containing the required notification, and a link to all on-line publications containing the required notification. Inserts may be used pending reprinting of these publications.

Action Item 2: Notice of Nondiscrimination

By February 18, 2018, the District will revise its existing notice of nondiscrimination to ensure that it states that inquiries concerning the application of regulations prohibiting discrimination may be referred to the applicable District Title IX Coordinator(s) *or* to OCR's Assistant Secretary. The District will post the notice of nondiscrimination on the District's website and include the notice in each Student/Parent Handbook, bulletin, catalog, vacancy or admissions announcement, or application form which the District makes available to students or employees, applicants for employment, and as applicable, to any unions and professional organizations holding collective bargaining or professional agreements with the District.

Reporting Requirements:

- (a) By February 15, 2018, the District will provide a copy of its proposed notice of nondiscrimination to OCR for review and approval. OCR will respond within 15 calendar days.
- (b) By March 15, 2018, the District will provide documentation to OCR demonstrating that the approved notice has been provided consistent with Action Item 2 above, such as a copy of revised materials and publications containing the notice of nondiscrimination, and/or a link to the on-line version of the materials and publications. Inserts may be used pending reprinting of the materials and publications.

Action Item 3: Title IX Policies and Grievance Procedures

The District will draft proposed revised Title IX policies and grievance procedures, and adopt the revised policies and grievance procedures within 45 days after receiving approval from OCR. The District will revise its Title IX policies and grievance procedures as necessary to ensure that, to the extent not already provided, the revised policies and procedures include, at a minimum, the following:

- (i) Notice to students and employees of the procedure and how to file a complaint that is easily understood, easily located and widely distributed; such notice must include the contact information (name or title, office address, email address and telephone number) for the individual with whom complaints may be filed;
- (ii) Notice of application of the procedure to complaints alleging all forms of sex discrimination (including sexual harassment) carried out by employees, other students, and third parties;
- (iii) Provisions for the adequate, reliable, and impartial investigation of complaints, including the opportunity to present witnesses and other evidence;
- (iv) Designated and reasonably prompt timeframes for the major stages of the complaint process;
- (v) Notice of the outcome of the complaint to all parties, including any appeals; and
- (vi) An assurance that the District will take prompt and effective steps to prevent recurrence of any sexual harassment and to correct its discriminatory effects on the complainant and others, if appropriate.

Reporting Requirements:

- (a) By February 15, 2018, the District will provide to OCR, for review and approval, its revised Title IX policies and grievance procedures developed in accordance with Action Item I above.
- (b) Within 45 calendar days of written notification from OCR of its approval of the revised Title IX policies and procedures, the District will provide documentation to OCR demonstrating that the revised procedures were adopted and implemented, and that all faculty, staff and students were provided with written notice regarding the revised Title IX policies and procedures for resolving Title IX complaints, together with information on how to obtain a copy of the grievance procedures. The District, at a minimum, will make

this notification through the District’s website; email messages to faculty, staff and students; and any regularly issued newsletters (in print or online), as well as by any other additional means of notification the District deems effective to ensure that the information is widely disseminated and easily located. The District will provide OCR with documentation sufficient to evidence the following actions have occurred: updating of all printed publications and electronic publications on the District website with the revised documents;¹ a list of the titles of the publications in which the information appears (e.g. Student/Parent Handbook, Student/Employee Handbook, Website), as well as a copy of any such publications, or District website links to electronic publications containing the revised grievance procedures, or if not yet finalized, a copy of the insert/notice for printed publications.

Action Item 4: Title IX Training for District Officials

Upon OCR’s approval of the revised Title IX policies and grievance procedures pursuant to Action Items 2 and 3 above, the District will provide Title IX training to its responsible employees, including its Title IX Coordinator(s) and all other District officials involved in the processing of Title IX complaints, regarding recognizing, reporting, and responding to incidents of sexual harassment. During the training, the District will provide copies of its revised Title IX policies, grievance procedures, and complaint processing procedures to all attendees, or refer them to their location within the existent publications or on the District’s website. The training, at a minimum, will cover the:

- (i) District’s revised Title IX policies and grievance procedures;
- (ii) role and duties of the Title IX Coordinator(s);
- (iii) how to recognize and identify sex discrimination and sexual harassment;
- (iv) the obligation to report sexual harassment, including where and with whom to report such incidents;
- (v) District’s responsibilities under Title IX to address such allegations;
- (vi) information on the student’s option to request confidentiality;
- (vii) student’s right to be free from retaliation for filing a sexual harassment complaint; and
- (viii) relevant resources available to students and employees.

Reporting Requirements:

Within 45 calendar days of OCR’s approval of the Title IX policies and procedures revised under Action I and II above, the District will provide documentation to OCR demonstrating that the initial training was provided by the District in accordance with Action III above. The documentation will include, at a minimum, the name(s) and credentials of the trainer(s); the date(s) and time(s) of the training(s); a description of each training; the type of audience; sign-in sheets for each session with the names and titles of those attending; and copies of any training materials distributed.

¹ Inserts and/or notices may be used pending reprinting of these District publications.

MONITORING: GENERAL PRINCIPLES

The District understands that by signing this Agreement, it agrees to provide the foregoing 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 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 Title IX and its implementing regulation at 34 C.F.R. Part 106. Upon completion of the obligations of 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 and sixty (60) calendar days to cure the alleged breach.

This Agreement will become effective immediately upon the signature of the District’s representative below.

XXX XXXX, Superintendent
Water Valley School District

Date