



RESOLUTION AGREEMENT

Jones County School District
OCR Case Number: 06-17-1224

A. GENERAL TERMS & PRINCIPLES:

The Jones County School District (District or recipient) submits this Resolution Agreement (Agreement) to the U.S. Department of Education, Office for Civil Rights (OCR), Dallas Office. By this Agreement, the District commits to the following actions, consistent 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, to resolve the compliance concerns raised by the complainant's allegations.

The recipient hereby voluntarily commits to this Agreement.

B. ACTION ITEMS & REPORTING REQUIREMENTS:

Action Item 1

- A. By **March 1, 2018**, the District will review and revise its current Title IX grievance procedures to ensure that all complaints received, whether verbal or written, alleging discrimination on the basis of sex, are appropriately investigated and responded to as required by Title IX and its implementing regulations. The policies/procedures will ensure a prompt and equitable response and resolution of complaints alleging sex discrimination including responsive actions taken by the District to reasonably prevent recurrence and assure that students are not restricted in their participation or benefits. The District shall ensure that the revised policies/procedures include at a minimum, the following:
- i. Notice of the grievance procedures, including where complaints may be filed, that is easily understood, easily located, and widely distributed;
 - ii. Application of the procedures to complaints alleging sex discrimination carried out by employees, other students, or third parties;
 - iii. Provisions for adequate, reliable, and impartial investigation of complaints, including an equal opportunity to present witnesses and evidence;
 - iv. Designated and reasonably prompt time frames for the major stages of the grievance process, as well as the process for extending timelines;
 - v. Notice to the parties of the outcome of the complaint;
 - vi. Assurance that, if discrimination, harassment, or retaliation has occurred, appropriate corrective and remedial actions will be taken as well as actions to prevent recurrence, with examples of the range of possible disciplinary sanctions, and to remedy the discriminatory effects on the complainant and others, if appropriate;
- B. **Within 14 calendar day after OCR's approval** of the revised grievance policies and procedures, the District will adopt and implement the OCR-approved policies (Approved

Policies) in its electronic and printed materials. For printed materials, inserts may be used pending reprinting. The District will provide all administrators, faculty, staff, and parents/guardians with written notice regarding how to obtain a copy of the Approved Policies. The District, at a minimum, will make this notification through the District's website, electronic mail messages to administrators, faculty, staff, and parents/guardians, and any regularly issued newsletters (in print or online), as well as any additional means of notification the District deems effective to ensure that the information is widely disseminated.

Reporting Requirement: Action Item 1

- A. By **March 15, 2018**, the District will provide OCR, *for review and approval*, with copies of the revised policies referenced in Action Item 1A.
- B. **Within 30 calendar days after OCR's approval**, the District will provide to OCR the following: (1) a link or links to the District's website page(s) showing the location of the Approved Policies; (2) a copy of the notification(s) that the District provided to parents/guardians and employees via electronic mail messages and any additional means concerning the publication of the Approved Policies; and (3) a copy of any policy manuals and student or employee handbooks that include the Approved Policies and where they can be found.

Action Item 2

- A. **Within 30 days of OCR's approval** of the training materials referenced in Reporting Requirement A below, the District will provide mandatory training to its Superintendent, Title IX Coordinator(s), and any District officials, administrators, faculty, staff, and volunteers directly engaged in processing, investigating, resolving, and/or adjudicating complaints of sex discrimination (including pregnancy discrimination, different treatment, sexual harassment, and harassment based on non-conformance with gender stereotypes), and who will otherwise coordinate the District's Title IX compliance. This training must be conducted by a qualified individual with knowledge and experience regarding the requirements of Title IX. The individual who conducts the training may be a member of the District's staff, so long as he or she has the requisite knowledge and experience. The training must cover, at a minimum, the following:
 - i. Review of the Title IX regulations and the prohibition against sex discrimination;
 - ii. In-depth instruction on what type of conduct constitutes sex-based discrimination and harassment, including addressing examples of discrimination based on pregnancy, and a discussion about the negative impact that such discrimination has on the educational environment;
 - iii. The duty of all employees who suspect or receive notice that a student or group of students may have experienced sex-based discrimination to immediately notify the designated district official, and the procedures for doing so, and instruction on how to recognize, prevent, and respond appropriately to such discrimination;
 - iv. Identification of the individual(s) designated as the District's Title IX Coordinator(s), and where individuals can find each Coordinator's address, phone number, and email address;

- v. The District’s responsibility to take immediate and appropriate action to investigate incidents of discrimination and harassment based on sex;
- vi. A copy of the Approved Policies and where individuals can find the Approved Policies;
- vii. The policy prohibiting retaliation, including instruction regarding what type of conduct constitutes retaliation;
- viii. How to conduct investigations concerning discrimination based on sex in an adequate, reliable, and impartial manner, including the appropriate standards to apply in such investigations;
- ix. If an investigation reveals that sex-based discrimination has occurred, the District’s responsibility to take prompt and effective steps reasonably calculated to end the discrimination, eliminate any hostile environment and its effects, and prevent the discrimination from recurring; and
- x. Distribution of written materials during the program that contain the information discussed.

Reporting Requirement: Action Item 2

- A. **Within 20 days of OCR’s approval** of the Title IX policies referenced in Action Item 1, and prior to the training, the District will provide OCR, *for review and approval*, a copy of the training module and/or outline of the training materials that the District will utilize pursuant to this Action Item, the name, credentials and contact information for the person(s) who will conduct the training and a description and/or copy of the notification that the District will use to inform attendees of the mandatory training.
- B. **Within 15 days of the training**, the District will provide OCR with detailed information regarding the training of pursuant to this Action Item. The District will provide OCR with sign in sheets and any other appropriate documentation for all training sessions evidencing who attended the training, the date, a copy of the training materials used, and the name, title, credentials and contact information for the person(s) who provided the training.

Action Item 3

Within 30 days of OCR’s approval of the training materials referenced in Reporting Requirement A below, the District will conduct mandatory training for all South Jones High School (SJHS) administrators, faculty, and staff addressing sex discrimination and harassment, including but not limited to, pregnancy discrimination. Individuals who attend the training set forth in Action Item 3 do not need to attend the training set forth in Action Item 4. This training may be provided either as an independent meeting or as part of SJHS’s current training programs (e.g., in-service). This training must be conducted by a qualified individual with knowledge and experience regarding the requirements of Title IX. The individual who conducts the training may be a member of the District’s staff, so long as he or she has the requisite knowledge and experience. The training must cover, at a minimum, the following:

- i. Instruction on what type of conduct constitutes sex discrimination and harassment, including addressing examples of pregnancy discrimination, and a discussion about the negative impact that such discrimination has on the educational environment;

- ii. The responsibility of staff to report incidents of possible discrimination and harassment based on sex, and the procedures for doing so, and instruction on how to recognize, prevent, and respond appropriately to such discrimination or harassment;
- iii. The District's responsibility under Title IX to address incidents of discrimination or harassment based on sex about which it knows or reasonably should have known;
- iv. Identification of the individual(s) designated as the District's Title IX Coordinator(s), and where individuals can find each Coordinator's address, phone number, and email address;
- v. A copy of the Approved Policies and where individuals can find the Approved Policies;
- vi. The policy prohibiting retaliation, including instruction regarding what type of conduct constitutes retaliation; and
- vii. Distribution of written materials during the program that contain the information discussed.

Reporting Requirement: Action Item 3

- A. **Within 20 days of OCR's approval** of the Title IX policies referenced in Action Item 1, and prior to the training, and prior to the training, the District will provide OCR, *for review and approval*, a copy of the training module and/or outline of the training materials that the District will utilize pursuant to this Action Item, the name, credentials and contact information for the person(s) who will conduct the training and a description and/or copy of the notification that the District will use to inform attendees of the mandatory training.
- B. **Within 15 days of the training**, the District will provide OCR with detailed information regarding the training of pursuant to this Action Item. The District will provide OCR with sign in sheets or other appropriate documentation for all training sessions evidencing who attended the training, the date, a copy of the training materials used, and the name, title, credentials and contact information for the person(s) who provided the training.

Action Item 4

Within 30 days of OCR's approval of the training materials referenced in Reporting Requirement A below, the District will provide age-appropriate training to all SJHS students on the prohibition of sex-based discrimination, the District's Title IX policies and procedures, how to utilize the District's Title IX grievance procedures to address complaints and concerns regarding sex-based discrimination and possible consequences for violations of the Title IX policies. This training must be conducted by a qualified individual with knowledge and experience regarding the requirements of Title IX. The individual who conducts the training may be a member of the District's staff, so long as he or she has the requisite knowledge and experience. The training must cover, at a minimum, the following:

- i. A reminder of the District's commitment to having a school environment free from all discrimination and harassment and an explanation regarding what students should do if they believe they or other students are being harassed or discriminated against;

- ii. A review of the District’s Title IX policies and procedures (i.e., the Approved Policies), including examples of the different types of sex-based discrimination, including but not limited to pregnancy discrimination, as well as disciplinary sanctions related to findings of violations of its policies, and the policy prohibiting retaliation;
- iii. The name and contact information of a District employee, such as a counselor, who the students may contact if they wish to confidentially discuss any concerns they have; and
- iv. Distribution of written materials during the program that contain the information discussed.

Reporting Requirement: Action Item 4

- a. **Within 20 days of OCR’s approval** of the Title IX policies referenced in Action Item 1, and prior to the training, and prior to the training, the District will provide OCR, *for review and approval*, a copy of the training module and/or outline of the training materials that the District will utilize pursuant to this Action Item and the name, credentials and contact information for the person(s) who will conduct the training.
- b. **Within 15 days of the training**, the District will provide OCR with detailed information regarding the training of students pursuant to this Action Item. The District will provide OCR with appropriate documentation (e.g., agenda from student assembly/orientation) for all training sessions evidencing who attended the training, the date, a copy of the training materials used, and the name, title, credentials and contact information for the person(s) who provided the training to comply with this Action Item.

C. EXECUTION:

The recipient understands that by signing the Agreement, it agrees to provide the forgoing information in a timely manner in accordance with the reporting requirements of this Agreement. Further, the recipient understands that, during the monitoring of the Agreement, if necessary, OCR may visit the recipient, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the recipient has fulfilled the terms of the Agreement and is in compliance with the statute(s) and regulations that were at issue in this case. Upon completion of the obligations under this Agreement, OCR shall close and dismiss this case.

The recipient understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of the Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings to enforce the Agreement, OCR shall give the recipient 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 recipient’s representative below.

Tommy Parker, Superintendent
Jones County School District

Date