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**Resolution Agreement
Carrollton R-VII School District
OCR Case Number 07-16-1192**

The U.S. Department of Education, Office for Civil Rights (OCR), conducted a complaint investigation of the Carrollton R-VII School District, Carrollton, Missouri, pursuant to Title IX of the Education Amendments of 1972 (Title IX), 20 United States Code (U.S.C.) § 1681, and its implementing regulation, 34 Code of Federal Regulations (C.F.R.) Part 106, which prohibit discrimination on the basis of sex by recipients of Federal financial assistance. The District, as a recipient of Federal financial assistance, is subject to the requirements of Title IX.

Prior to the completion of OCR's investigation, and without admitting wrongdoing or liability, the District agreed to resolve the issues of this investigation pursuant to Section 302 of OCR's *Case Processing Manual*. Accordingly, to resolve the issues of this investigation, the District agrees to take the following actions:

TRAINING REGARDING HARASSMENT FOR STUDENTS AND DISTRICT STAFF

1. The District will provide training regarding harassment to all of the District's middle school students. At a minimum, the training will focus on helping students recognize conduct that is harassing and understand the consequences of engaging in harassment, and will encourage students to report harassment and instruct them on how to report harassment. This training may be combined with training on other topics as long as the issue of harassment remains a focal point of the training.

REPORTING REQUIREMENT: By May 1, 2018, the District will provide OCR documentation showing it has complied with item 1 of this Agreement for the 2017-18 school year. The documentation must identify and include:

- a) the name and title of the individual(s) who conducted the training;
 - b) the date(s), time(s), and location(s) of the training;
 - c) the topics addressed at the training; and
 - d) a copy of any materials distributed at the training.
2. By May 1, 2018, the District will provide sexual harassment training to Carrollton Middle School administrators, counselors, and teachers. The training will be conducted by an individual with appropriate expertise on the issue, and may cover other topics in addition to sexual harassment. At a minimum, the training will address the following:
 - a) Title IX's prohibition against sexual harassment;
 - b) what conduct constitutes sexual harassment;
 - c) what District employees should do if a student complains of sexual harassment by another student, a District employee, or a third party;
 - d) what District employees should do if they witness sexual harassment of a student by another student, a District employee, or a third party;
 - e) Title IX's prohibition on retaliation against a student or other individual who files a sexual harassment complaint or participates in a Title IX complaint investigation; and

- f) whom to contact with questions about the District’s process for reporting or addressing student complaints of sexual harassment.
3. By May 1, 2018, the District will provide training to all Carrollton Middle School administrators and the District’s Compliance Officer on how to conduct prompt, thorough investigations of reports of sexual harassment and how to document the investigation and findings. The training will be provided by someone with appropriate expertise on the topic, and may cover other topics in addition to sexual harassment. This training may be combined with the training required by item 2 of this Agreement or provided separately.

REPORTING REQUIREMENT: By May 1, 2018, the District will submit to OCR documentation showing it has provided the training described in items 2 and 3 of this Agreement for the 2017-18 school year. The documentation must identify and include:

- a) the name, title, and qualifications of the individual(s) who conducted the training(s);
- b) the date(s), time(s), and location(s) of the training;
- c) a copy of any materials distributed to the training participants; and
- d) sign-in sheets with the name and title of each employee who participated in the training.

INDIVIDUAL REMEDIES

4. The District will offer, in writing, the Complainant an opportunity for the Complainant to meet with the District’s Board of Education in closed session for ten minutes to discuss his concerns related to the alleged sexual harassment of the Student and the District’s response to his complaint. This meeting is not a hearing and the only action the District’s Board of Education is required to do is to listen to Complainant. The Complainant may be held to the same conduct requirements as other members of the public or parents when addressing the Board of Education. Within 30 calendar days of the date of this Agreement, the District will notify the Complainant in writing of five dates that the District’s School Board meets to arrange for a mutually agreeable time for the Complainant to discuss his concerns with the School Board. The District’s written offer to the Complainant should allow the Complainant a minimum of 20 calendar days to respond to the District’s offer by selecting which of the five dates he wishes to meet with the School Board. The District’s communication with the Complainant will also identify any applicable requirements or guidelines for addressing the Board of Education.

REPORTING REQUIREMENT: By May 1, 2018, the District will provide OCR documentation showing it has complied with item 4 of this Agreement.

REPORTING REQUIREMENT: If the timeframe noted in the District’s written offer to the Complainant has expired and the District has not received a response from the Complainant, the District should report this to OCR with 10 days of the expiration of the written offer, and no further action on the part of the District will be required with regard

to item 4 of this Agreement. Likewise, if the Complainant agrees to a date and time to meet with the Board of Education and then does not appear at that date and time to meet with the Board of Education, the District should report this to OCR with 10 days of the meeting, and no further action on the part of the District will be required with regard to item 4 of this Agreement.

5. If the Student attends school in the District during the 2017-18 school year, the District will, within 30 calendar days of the date of this Agreement, designate a specific Carrollton Middle School counselor with whom the Student may meet if she has any concerns regarding harassment or bullying by other students. If applicable, the designated counselor will ensure the Student is provided information related to the District's prohibition against bullying and harassment and information relevant to filing a complaint if she wishes to report an incident. The designated counselor will keep documentation of each meeting with the Student at which harassment or bullying by one or more students was discussed.

REPORTING REQUIREMENT: By May 1, 2018, the District will advise OCR in writing if the Student did not attend school in the District during the 2017-18 school year.

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. §106.31. Upon completion of the obligations under this Agreement, OCR shall close 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.

/s/ Dr. Jon Oetinger

Dr. Jon Oetinger, Superintendent
Carrollton R-VII School District

10-12-17

Date