

## **Resolution Agreement**

Innovative Horizons Charter School/Perris Elementary School District

OCR Case No. 09-15-1075

In order to resolve the violation found in the above-referenced complaint filed with the U.S. Department of Education, Office for Civil Rights (OCR) under Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations, and without admitting to any violation of Title IX or any other federal law, the Perris Elementary School District and Innovative Horizons Charter School (collectively "Recipient") voluntarily agree to the terms of this Agreement. The Recipient agrees to fully implement the terms below:

### **A. Policies and Procedures**

1. The Recipient will review and revise its Title IX related policies and procedures (including BP and AR 1312.3, 5145.3 and 5145.7) to be consistent with Title IX, its implementing regulations and OCR policy guidance and provide OCR with a draft of the revised policies and procedures.
2. The Recipient will post and provide notice of the revised policies in accordance with the notification section of each respective policy/procedure, including providing a copy of the revised policies and procedures to school site administrators, staff and parents/guardians and posting it on its website and distributing it through the Student Handbook.
3. The Recipient will revise its Notice of Nondiscrimination to include that complaints may be filed with OCR, and to include all of the contact information for the Title IX Coordinator, including email address. The District will distribute the Notice of Nondiscrimination in accordance with the requirements of 34 C.F.R. § 106.9(b).

### **B. Title IX Compliance Coordinator**

1. The Recipient will ensure that the required information regarding the District level Title IX Coordinator is posted and made available consistent with Title IX and its implementing regulations, including on its websites.
2. The Recipient will develop and provide to OCR a draft plan to provide adequate training for the District's Title IX Coordinator on Title IX responsibilities and investigating Title IX complaints.

### **C. Staff Guidance and Training**

1. The Recipient will provide OCR with a draft written guidance memorandum on its Title IX Policies and Procedures for all District and site level administrators and staff. The guidance memo will include an explanation of the issues covered by Title IX, a description of the Recipient's revised Title IX policies and procedures, information about the Title IX Coordinator, an explanation of how to respond to a Title IX

complaint or inquiry, the duty to investigate even if a complaint is filed with another entity (e.g. OCR or a police department), and what to do if a Title IX concern comes to an individual's attention.

2. The Recipient's Title IX Coordinator, key administrators from the Recipient and each school site, and all other Recipient employees who the Recipient identifies as having responsibilities involving Title IX compliance will attend training conducted by OCR or by an expert in Title IX selected by recipient. The training may involve up to two separate sessions to be attended by relevant Recipient staff, and will cover the Recipient's general responsibilities under Title IX, sexual harassment and the duty to respond to allegations of sexual or gender-based harassment, and Title IX's application to athletics.

#### **D. Reporting Requirements**

1. By **October 1, 2016**, the Recipient will submit a draft of its Title IX related policies and procedures drafted pursuant to Section A.1 for OCR's review and approval. Within 60 days of OCR's approval of the draft policies and procedures, the Recipient will adopt and publish the revised policies and procedures and provide OCR with documentation showing that it has done so.
2. By **October 1, 2016**, the Recipient will submit a draft of its revised Notice of Nondiscrimination drafted pursuant to Section A.3 to OCR for review and approval. Within 60 days of OCR's approval of the draft Notice of Nondiscrimination, the Recipient will adopt and publish the revised notice and provide OCR with documentation showing that it has done so.
3. By **October 1, 2016**, the Recipient will provide OCR with documentation showing that it has posted and made available the required information regarding the District level Title IX Coordinator as required by Section B.1.
4. By **October 1, 2016**, the Recipient will submit a draft of its plan to provide adequate training for the District's Title IX Coordinator developed pursuant to Section B.2 for OCR's review and approval.
  - a. By **January 31, 2017**, the Recipient will provide documentation to OCR that the training pursuant to Section B.2 has been completed, including number of hours of training completed, dates of the trainings, who conducted the trainings, and materials used.
5. By **January 31, 2017**, the Recipient will provide OCR with a draft of the guidance memorandum developed pursuant to Section C.1. Within 10 days after receiving OCR's approval of the memorandum, the Recipient will distribute the guidance memorandum. The Recipient will provide OCR with documentation of the distribution of the memorandum within 10 days of its distribution.

- 6. By **October 1, 2016**, the Recipient will submit a draft of its plan to provide adequate training for the District’s key administrators from the Recipient and each school site, and all other Recipient employees developed pursuant to Section C.2 for OCR’s review and approval. If Recipient decides to have training provided by an expert, the name and credentials will also be provided to OCR for review and approval. If Recipient decides to use OCR staff for such training, it will include a request in the plan.
  - a. By **January 31, 2017**, the Recipient will provide documentation to OCR that the training pursuant to Section C.2 has been completed, including number of hours of training completed, dates of the trainings, who conducted the trainings, and materials used.

**E. Monitoring**

The Recipient understands that by signing this Agreement, it agrees to provide data and other information in a timely manner. Further, the Recipient understands that, during the monitoring of this Agreement, OCR may visit the Recipient, interview Recipient staff, and request such additional reports or data as are necessary for OCR to determine whether the Recipient has fulfilled the terms of this Agreement and is in compliance with Title IX and its implementing regulation, which was at issue in this case.

The Recipient understands that OCR will not close the monitoring of this Agreement until OCR determines that the Recipient has fulfilled the terms of this Agreement and is in compliance with Title IX and its implementing regulation, which was at issue in this case.

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

Perris Elementary School District

By:       /S/      

Date:       07/06/2016      

Title:       Superintendent      

Innovative Horizons Charter School

By:       /S/      

Date:       07/06/2016      

Title:       Principal