

Resolution Agreement
Vineland Unified School District
OCR Case No. 09-18-1208

The Vineland Unified School District (District), without admitting to any violation of law, agrees to implement this Resolution Agreement (Agreement) to resolve the issues identified by the U.S. Department of Education, Office for Civil Rights (OCR), under Title VI of the Civil Rights Act of 1964 (Title VI) and its implementing regulation, 34 C.F.R. Part 100 in the above-referenced OCR case number.

I. Individual Remedies

The District will send a letter to the Complainant and the Student reaffirming its obligations to provide an educational environment free from discrimination for all its students and committing to resolving incidents implicating race, color or national origin in a manner consistent with its Uniform Complaint Procedures and Title VI.

Reporting: By February 28, 2020, the District will submit documentation to OCR confirming that it sent the letter described above to the Complainant and Student.

II. Anti-Harassment Statement

The District will issue a statement to parents/guardians at the Vineland Elementary School (School), stating that the District does not tolerate harassment, including acts of harassment based on race, color, or national origin. The statement will be posted on the School's web site and disseminated by email to parents/guardians at the School, unless a parent/guardian has not provided an email address, in which case it will be disseminated by mail. Specifically, the District will communicate in writing to all District parents/guardians its commitment to create an educational environment free from discrimination, including racial harassment in all academic, extra-curricular and school sponsored activities. The communication will summarize relevant policy and procedures and include a description of how to file a complaint. The communication will include the District's prohibition against retaliation, and commitment to investigate all reports of harassment involving race, color, national origin.

Reporting: By February 28, 2020, the District will submit its anti-harassment statement to OCR for review and approval. Within 30 calendar days of receipt of OCR's approval, the District will submit to OCR documentation that the statement has been sent to all parents/guardians and students at the School. The documentation shall include a copy of the statement, a description of the means by which it was disseminated (email or postal mail), and a link to the statement on the School's website.

III. Age-Appropriate Communication to Students

The District will communicate to all students, in an age-appropriate manner, the prohibition against harassment, and how to report an incident involving harassment. Such communications will include but not be limited to age-appropriate student training, assemblies and orientation sessions at the School on the District's prohibition against

harassment on the basis of race, color and national origin and the District's policies and procedures regarding the same.

Reporting: By February 28, 2020, the District will submit its student communication to OCR for review and approval. Within 30 calendar days of receipt of OCR's approval, the District will submit to OCR documentation that the statement has been disseminated to students at the School.

IV. Written Guidance

The District will issue a written guidance memorandum to School employees regarding its anti-harassment statement on the basis of race, color, or national origin, and the steps staff should take when they notice or are told of harassment. Specifically, the District will communicate in writing to all District administrators, teachers and personnel its commitment and responsibility to create an educational environment free from discrimination, including racial harassment. The communication will encourage them to report all incidents of race, color, national origin harassment to the school principal, and will reference and summarize relevant policy and procedures, including but not limited to BP/AR 5145.3 and 1312.3. The memorandum will clarify which School employees are responsible for investigating and resolving complaints of discrimination and how records of such investigations are maintained. The communication will also include the District's prohibition against retaliation. Employees, especially counselors, will be reminded that remedial counseling sessions will directly address, in an age-appropriate manner, issues of discrimination and harassment.

Reporting: By February 28, 2020, the District will submit a draft of the guidance memorandum on the District's harassment policies and procedures to OCR for review and approval. Within 30 calendar days of OCR's approval, the District will submit to OCR documentation that the guidance memorandum was sent to all employees at the School. The documentation shall include a copy of the guidance memorandum, a description of the means by which it was disseminated (email or postal mail), and a link to the guidance memorandum on the District's and School's website.

V. Review of Written Materials

The District will review its website to ensure that information regarding the prohibition of discrimination, including racial harassment, such as policies, procedures and complaint forms, are clear and easily accessible.

The District will review its policy and procedures to ensure that the Uniform Complaint Procedure is up to date and is used to investigate and resolve incidents involving race, color national origin harassment. Specifically, the District will ensure its policies and procedures related to race, color, national origin complaints contain:

- the contact information of the individual responsible for investigating and resolving reports of race, color, national origin harassment,
- information on how to file a complaint (formally and informally),
- a provision regarding written notification of the District/School's determination after investigating reports of racial harassment,

- a description of appropriate investigative procedures used, such as documented interviews and assurance that the parties will not be interviewed together,
- an anti-retaliation provision, and
- examples of appropriate remedial actions, such as separating the parties, training, and follow-up inquiries.

Reporting: By February 28, 2020, the District will provide OCR with link to the relevant website, policies and procedures.

VI. Enforcement of this Agreement

The District 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 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. Upon the District's satisfaction of the commitments made under the Agreement, OCR will close the case.

The District understands and acknowledges that OCR may initiate proceedings to enforce the specific terms and obligations of this Agreement or Title VI and implementing regulation. Before initiating such proceedings, OCR will give the District written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

_____/s/_____

Superintendent
Vineland Unified School District

____12/13/2019_____

Date