

**Voluntary Resolution Agreement
Hampton School District One
OCR Complaint Number 11-13-1318**

Hampton School District One (the District) agrees to fully implement this voluntary resolution agreement (Agreement) to resolve Office for Civil Rights (OCR) Complaint No. 11-13-1318.

TITLE IX NOTICE

1. By August 20, 2014, the District will issue a statement to all District students, parents/guardians, and staff that will be posted in prominent locations at the District, and published on the District's website, stating that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by a recipient that receives Federal financial assistance. In addition, this notice will include information that the requirement not to discriminate extends to employment therein, and to admission thereto. Included in this statement will be the name and/or duty title, office address and telephone number of the employee designated to coordinate the District's efforts to comply with Title IX and carry out its responsibilities under the Title IX regulation. The notice must say that questions about Title IX may be referred to the employee designated to coordinate Title IX compliance or to the assistant secretary for civil rights.

REPORTING REQUIREMENT: By May 30, 2014, the District will provide OCR with its Title IX notice statement for OCR's review and approval. Within 60_ days of OCR's approval of the statement, the District will provide OCR with documentation that the statement was posted and published, as described above.

WRITTEN PROCEDURES

2. By May 30, 2014, the District will revise its current procedures to provide for the prompt and equitable resolution of complaints alleging any action prohibited by Title IX, including sexual harassment, and the revisions will include, at a minimum:
 - a. the name or title, office address, e-mail address, and telephone number of the individual(s) with whom to file a complaint and of those responsible for investigating complaints under the grievance procedures, taking appropriate interim measures during the grievance process, seeking disciplinary action against the accused (where appropriate), and handling appeals;
 - b. definition of sexual harassment, including sexual violence, with examples;
 - c. a requirement that District personnel investigate, address, and respond appropriately to complaints in accordance with the requirements of Title IX and its implementing regulations and OCR guidance, whether reported (verbally or in writing) by the student, a witness, a parent, or any other individual; observed by a District employee; or brought to the District's attention by any other means;
 - d. the contact information for the Title IX Coordinator;
 - e. an assurance that the District will take steps to prevent recurrence of discrimination on the basis of sex, including any steps necessary to correct its discriminatory effects on the complainant and others (if appropriate);
 - f. procedures for the adequate, reliable, and impartial investigation of complaints, which include designated time frames for each major stage of the procedure and which provide

- equal opportunity for the parties to access, review, and present witnesses and other evidence;
- g. written notice to the parties of the outcome of the complaint;
 - h. a statement that Title IX prohibits retaliation against individuals who file complaints under the law or participates in a complaint investigation;
 - i. for complaints of sexual harassment, steps to protect the complainant as necessary, including interim steps before the final outcome of the investigation (e.g., no contact order; change academic situation as appropriate with minimum burden on the complainant; counseling; health and mental services; academic support; retake a course or withdraw without penalty);
 - j. if the procedures state the standard for review, the procedures must state that the preponderance of the evidence standard will be used for investigating allegations of sexual harassment or violence;
 - k. if the procedures allow for an appeal of the findings and/or remedy, the procedures must provide an equal opportunity to appeal for both parties; and
 - l. if the procedures include an informal process, the procedures should notify the parties of the right to end the informal process and begin a formal process at any time.

REPORTING REQUIREMENT: By May 30, 2014, the District will submit for OCR’s review and approval draft revised Title IX grievance procedures.

REPORTING REQUIREMENT: Within 60 days after OCR’s approval of the District’s revised procedures, the District will publish the revised procedures on its website, ensure that each school’s individual policies and procedures reference or mirror these revised procedures, and will provide all District parents/guardians/students with a letter or e-mail notifying them of the grievance procedures and providing them with a link to the grievance procedures on its website. By August 20, 2014, the District will submit to OCR a link to its website evidencing publication of the revised procedures, a link to all relevant school policies and procedures, and documentation that notice of the procedures was provided to District parents/guardians/students.

- 3. By March 30, 2014, the District will develop a centralized recordkeeping process for documenting and tracking Title IX complaints, including sexual harassment. The process will require District personnel to maintain information that includes the name of the individual who reported the allegation, the identification of the alleged victim and alleged perpetrator, documentation of investigative steps completed, and the determination, including disciplinary actions, if any of all parties involved. The District will also indicate the individual(s) responsible for maintaining and reviewing this information and the location where records are maintained.

REPORTING REQUIREMENT: By April 30, 2014, the District will provide OCR with its proposed process for OCR’s review and approval.

REPORTING REQUIREMENT: Within 30 days of OCR’s approval of the recordkeeping process, the District will finalize the recordkeeping process and provide training to the Title IX Coordinator, all school administrators, and any individuals responsible for investigating and/or responding to Title IX complaints.

TRAINING

4. Prior to the beginning of the 2014-2015 school year, the District will schedule a mutually convenient time for OCR to provide Title IX training to its Title IX Coordinator and all other District personnel involved in processing, investigating, and/or resolving complaints of sexual harassment, or who will otherwise coordinate the District's compliance with Title IX. The training will include guidance on how to conduct sex discrimination investigations and the appropriate standards to apply in reaching determinations and formulating corrective actions, particularly with regard to complaints of sexual assault.

REPORTING REQUIREMENT: Within 5 days after the training, the District will provide OCR a copy of the sign-in sheets.

5. By September 1, 2014, the District will develop and provide Title IX training to all School staff. At a minimum, the training will include:
 - a. A focused review of the District's responsibility under its own policies and Title IX including specific guidance on the District's revised grievance procedures, and
 - b. Notice that failure to respond appropriately to notice of sex based harassment violates the District's policy and federal law.

REPORTING REQUIREMENT: Within 10 days of OCR's training, the District will schedule the above training. Within 10 days of scheduling the training, the District will provide OCR with the name and qualifications of the trainer, and an outline of the training content for OCR approval. Within 10 days following the training, the District will provide copies of sign-in sheets from the training session.

EQUITABLE FUNDING

6. The District will develop and implement a centralized process to track all funds spent on athletic teams, regardless of the source. The process will insure that the School and/or the District have oversight and control over all expenditures made by the School's athletic teams, including funding received from booster clubs concession stand profits and other fundraisers. The District's evaluation and determinations must include (but are not limited to) an analysis of the following items:
 - a. The District and/or the School's policies, procedures, and practices for developing the overall budget for the School's athletic teams;
 - b. The District and/or School's policies, procedures, and practices for providing new equipment and uniforms to the School's individual athletic teams;
 - c. The District and/or School's policies, procedures, and practices for providing pre-game meals to the School's individual athletic teams;
 - d. The District and/or School's policies, procedures, and practices for establishing when per diem is authorized for a particular athletic team and how the rate of per diem is established;
 - e. The District and/or School's policies, procedures, and practices for authorizing private bus service to athletic competitions or tournaments;
 - f. The amount of funds spent on each athlete (not including cheerleading) and the source of the funds; and

- g. If applicable, an explanation of the difference in funds distributed to male athletes as compared to female athletes. There is an acknowledgement that the funding might be different in terms of dollars, but must be equitable in terms of services and equipment received.

REPORTING REQUIREMENT: By June 30, 2014, the District will provide OCR with a written description of the process for OCR’s review and approval. Within 15 days of OCR’s approval of the revised process, the District will provide OCR with documentation that it provided copies of the process to relevant individuals, including coaches, booster club members, athletes’ parents/guardians, and any other individuals who provide funding to the School’s athletic teams.

The District understands that OCR will only close the monitoring of this Agreement when OCR determines that the District has fulfilled the terms of the Agreement and is in compliance with the regulation implementing Title IX, at 34 C.F.R. Part 106, which was at issue in this case.

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 and is in compliance with the regulation implementing Title IX.

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 a minimum of sixty (60) school days to cure the alleged breach.

FOR THE DISTRICT:

Douglas E. McTeer, Jr.

/S/

18 March 2014

Name

Superintendent

Date

Title