

**RESOLUTION AGREEMENT**  
**Maynard Public Schools**  
***OCR Complaint No. 01-17-1118***

The Maynard Public Schools (District) agreed to resolve this complaint prior to the completion of OCR's investigation pursuant to Section 302 of OCR's *Case Processing Manual*. The District has voluntarily entered into this agreement to resolve the allegation in the above-referenced complaint. This resolution does not constitute an admission that the District is out of compliance with Section 504, Title II or their implementing regulations.

- I. By October 15, 2018, the District agrees to the following:
  - a. Convene a team of knowledgeable people, including the parent(s), to discuss the implementation of the accommodations and services (as defined in Sections (1a) and (1c) of the IEP) in the Student's last proposed IEP.
  - b. Prior to the team meeting, issue proper notice to the parent(s) with three proposed dates of the meeting. This notice will acknowledge that Parent(s) have expressed concerns about the IEP, and shall include an agenda of the items listed in (c) below. If the parent cannot attend any of the dates, the District will offer three more dates. If after offering those six dates, the parent(s) chooses not to attend the meeting, the District will record the lack of attendance and is under no obligation to convene for purposes of this Agreement.
  - c. If the parent participates in the meeting, the team will review the following regarding each of the Student's IEP accommodations and services:
    - a. Purpose of the accommodations and services,
    - b. How the accommodations and services are to be implemented,
    - c. Who is responsible for implementation,
    - d. And the frequency the accommodations and services will be provided (e.g. daily, weekly, as needed. If as needed, provide a definition of "as needed" to the extent possible.).
    - e. Parent(s) will be invited to discuss their understanding of the above items.
  - d. The team will also consider whether any IEP provisions should be more clearly defined to ensure proper delivery by service providers.
  - e. Maintain detailed notes reflecting (c) and (d).
  - f. Provide the parent(s) notice of their procedural safeguards to address any disputes through an impartial hearing officer.

Reporting requirements: By November 1, 2018, the District will provide OCR with a copy of notice(s) sent to the parent(s) regarding the meeting, any other correspondence related to the parent(s)' attendance at the meeting, and documentation related to (d) and (e).

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 the 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 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.

The Agreement will become effective immediately upon the signature of the District’s representative below.

By: \_\_\_\_\_/s/\_\_\_\_\_ Date: \_\_\_\_\_9/5/18\_\_\_\_\_  
Carol Gahan, Director of Student Services