

**RESOLUTION AGREEMENT**  
**SAU #24 / John Stark Regional School District**  
**OCR Complaint No. 01-17-1187**

The SAU #24 / John Stark Regional School District has voluntarily entered into this agreement to resolve the allegations in the above-referenced complaint. The District assures that it will take the following actions.

The 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 entering into this Agreement does not constitute an admission of any violation of Section 504, Title II, or any other law OCR enforces.

**Action Item 1: Training**

1. The District will provide Section 504/Title II training to the Superintendent, Section 504 Coordinator(s), building principals, administrators and staff who are responsible for developing Section 504 plans or IEPs. The training will be conducted by an individual(s) knowledgeable about the laws and issues pertaining to Section 504/Title II compliance. In addition to Section 504/Title II's requirements generally, this training will specifically include the District's obligations regarding: (a) the evaluation of students in need of special education and/or related aids and services, and the re-evaluation of such students before any significant changes in placement, such as disciplinary exclusions of more than 10 school days; (b) the development and implementation of Section 504 plans/IEPs, including information explaining that Section 504 plans/IEPs should be drafted as clearly as possible to avoid ambiguities and to ensure that all team members share an understanding as to what each provision requires; and (c) the provision of procedural safeguards, including an impartial hearing with opportunity for participation by the student's parents or guardian and representation by counsel.
2. Within thirty days of the Section 504/Title II training described above, District administration will train all teachers and staff at XXXXXXXXXXXXXXXXXXXXXXXX School with responsibilities for implementing Section 504 plans or IEPs on the District's obligations to implement Section 504 plans/IEPs and to ensure that relevant staff share an understanding as to what each plan provision requires.

**Reporting Requirements**

1. By February 15, 2022, the District will provide, for OCR's review and approval, a copy of the training materials it will use, as well as the credentials of the trainer/presenter.
2. Within 45 days of OCR's approval, the District will provide OCR documentation of the trainings undertaken, including:
  - a. A list of the individuals who attended the training and their positions;
  - b. The date(s) the trainings were conducted; and

- c. Copies of any training materials disseminated.

**Action Item 2: Reimbursement**

The District will reimburse the Complainant for the family's unreimbursed out-of-pocket costs, up to a maximum of \$3,000.00, for the Student's XXXX independent educational evaluation that preceded his referral for special education. By January 15, 2022, the District will contact the Complainant by email to request a copy of the invoice or other documentation regarding the evaluation; the documentation provided shall reflect the amount of the family's out-of-pocket expenses for the evaluation. Within 15 days of receipt of such documentation, the District will provide said reimbursement to the Complainant.

**Reporting Requirement:**

Following the Complainant's submission of the documentation described above and within 15 days of reimbursing the Complainant, the District will provide documentation to OCR demonstrating that it has fulfilled this provision.

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 and obligations 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 and/or the applicable statute(s) and regulation(s). Before initiating such proceedings, OCR shall give the Recipient 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/  
Dr. Jacqueline Coe, Superintendent

Date: 12/13/2021