

RESOLUTION AGREEMENT
Oxford Hills School District / MSAD #17
OCR Complaint No. 01-19-1091

The Oxford Hills School District / MSAD #17 (District) has voluntarily entered into this agreement (Agreement) with the Office for Civil Rights (OCR) to resolve the allegation of OCR Complaint No. 01-19-1091. The District voluntarily agreed to resolve this complaint prior to the completion of OCR's investigation pursuant to Section 302 of OCR's *Case Processing Manual*. Entering into this Agreement does not constitute an admission of fault or of noncompliance with Section 504, Title II, or any other governing laws and regulations.

Action Item 1

The District will provide training on the subject of Section 504 and Title II compliance to: the District's Section 504/Title II coordinator and the following individuals from XXXXX (School): the building principal, teachers, special services staff, and any other staff responsible for the implementation of Section 504 and Title II. The training will be conducted by an individual(s) knowledgeable about the laws and issues pertaining to Section 504 and Title II compliance. The training will include: (a) the general provisions of Section 504 and Title II, including the prohibition against denying a qualified individual with a disability the opportunity to participate in or benefit from the aid, benefit, or service of the District; (b) the District's obligation to implement Section 504 plans; and (c) the role of Section 504 with regard to students with XXXXX, food allergies, and/or other serious health conditions or disorders.

Reporting Requirement: By April 15, 2019, the District will submit for OCR's review and approval a copy of its proposed training materials and the credentials of the trainer. The District will conduct the training no later than thirty school days from receiving OCR's approval. Within ten days of the date the training is conducted, the District shall provide OCR with the names and titles of the District staff who attended the training and the date(s) the training was conducted.

Action Item 2

The District will include a letter in the Student's file stating that if the Student re-enrolls in the District, the District shall promptly convene a Section 504 team meeting, during which the District will:

- a. Invite the Student's parent(s) to share any updated medical information concerning the Student and needed services, and any concerns regarding the implementation of the Student's Section 504 plan;
- b. If needed, as determined by the team, revise the provisions in the Student's Section 504 plan and describe the Student's needed aids and services, as appropriate, to meet the Student's needs under Section 504;
- c. Determine whether any additional aids or services are appropriate at this time to provide the Student a free appropriate public education under Section 504; and

- d. Provide the Student’s parent(s) with a meaningful opportunity to offer input into these determinations, notice of the determinations made, and notice of the procedural safeguards available to them under 34 C.F.R. § 104.36.

Reporting Requirement: By April 1, 2019, the District will submit to OCR a copy of the above-described letter.

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 Agreement 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 administrative enforcement or judicial proceedings to enforce the specific terms and obligations of this Agreement and/or the applicable statute(s) and regulation(s). 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/
Richard Colpitts, Superintendent of Schools

Date: March 11, 2019