



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE FOR CIVIL RIGHTS, REGION IV

61 FORSYTH ST., SOUTHWEST, SUITE 19 T10  
ATLANTA, GA 30303 -8927

REGION IV  
ALABAMA  
FLORIDA  
GEORGIA  
TENNESSEE

**RESOLUTION AGREEMENT**  
**Hillsborough County School District**  
**Complaint # 04-19-1210**

The U.S. Department of Education (Department), Office for Civil Rights (OCR) and the Hillsborough County Public Schools (District), enter into this agreement to resolve the allegations in the above-referenced complaint. This agreement does not constitute an admission of liability, non-compliance, or wrongdoing by the District pursuant to Section 504 or Title II. The District assures OCR, that it will take the following actions to comply with the requirements of Section 504 of the Rehabilitation Act of 1973 (Section 504), and its implementing regulation, 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 (Title II), and its implementing regulation, 28 C.F.R. Part 35.

Prior to the completion of OCR's investigation, the District agreed to resolve the issues of this investigation pursuant to Section 302 of OCR's Case Processing Manual. Accordingly, to resolve the issues of this investigation, the District agrees to take the following actions.

**Item 1: Student Remedies**

**By June 30, 2019**, the District will create a Plan that ensures that the Student's medication is readily accessible to all staff in the District's HOST Program (Program), who are responsible for administering the medication. The Plan should also include an updated list of people that have been designated by the Complainant, who may sign out the Student's medication and should note that District staff cannot make changes to the list or plan to give the Student medication without prior notification to the Complainant. The Plan should also include procedures to ensure all HOST staff, which includes substitute staff, are knowledgeable of the plan.

**Reporting Requirement: By July 10, 2019**, the District will submit to OCR documentation of the Plan developed pursuant to Item 1.

**Item 2: Training**

**By August 5, 2019**, the District will provide training to Program staff regarding the Plan developed pursuant to Item 1, and Section 504's general requirement to provide the related aids and services listed in a student's 504 Plan or Individual Education Plan.

**Reporting Requirement: By July 30, 2016**, the District will provide to OCR the name and credentials of the trainer and a copy of the training materials. It will also provide a sign-in sheet showing all Program staff, by name and title, who received training on the new plan.

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 Title VI implementing regulation at 34 C.F.R. § 100.3(a), (b)(1)-(2). Upon completion of the obligations under this Agreement, OCR shall close and dismiss this 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.

This Resolution Agreement will become effective immediately upon the signature of the Superintendent or his/her designee below.

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date