

**Resolution Agreement**  
**Saint Landry Parish School Board**  
**OCR Complaint No. 06181207**

The U.S. Department of Education, Office for Civil Rights (OCR) and the Saint Landry Parish School Board (SPSB) enter into this Agreement to resolve Issue 2 in the above-referenced complaint. This Agreement does not constitute an admission of liability, non-compliance, or wrongdoing by the SPSB. The SPSB 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), 29 U.S.C. § 794 (amended 1992), and its implementing regulation, at 34 C.F.R. Part 104; and Title II of the Americans with Disabilities Act of 1990 (Title II), 42 U.S.C. §12132, and its implementing regulation, at 28 C.F.R. Part 35.

Prior to the completion of OCR's investigation, the SPSB agreed to resolve Issue 2 pursuant to Section 302 of OCR's Case Processing Manual. Accordingly, the SPSB agrees to take the following actions:

**ACTION ITEM I**

The SPSB will provide information to OCR in connection with an upcoming training session for all Magnet Academy for Cultural Arts (MACA) teachers, administrators, and Section 504 coordinators regarding its obligations under Section 504 and Title II. The training will include policies and procedures relevant to requests for accommodations, how approved accommodation information is communicated to teachers, and implementation of accommodations. Further, the training will include information about MACA's procedures which require teachers to document the provision of accommodations. The training will be created by one or more individuals knowledgeable about the SPSB's obligations under Section 504 and Title II, and may be delivered to SPSB employees in an electronic format.

**REPORTING REQUIREMENTS**

**By July 31, 2018**, the SPSB must provide OCR, for its review and approval, information about the training described in Action Item I that includes, but shall not be limited to, the credentials of the individual(s) selected to conduct the training, a proposed plan for the training session (e.g., length of the training session, topics to be considered, etc.), and a description of the training materials to be used by the trainer(s) and/or provided to attendees during the training session.

**Within sixty (60) calendar days** after OCR approves the training-based information described in Action Item I, the SPSB will conduct the training session. The training must be provided to all MACA teachers, administrators, and Section 504 coordinators.

**Within ten (10) calendar days** after conducting the final training session in accordance with Action Item I, the SPSB will provide OCR with documentation demonstrating the training session has been completed, including a sign-in sheet containing the signatures and titles of all attendees, the materials used during the training, and any other

information indicating that the training sessions were conducted in accordance with the requirements of this Agreement.

## **ACTION ITEM II**

By **September 15, 2018**, after providing proper written notice to the Student's parent or guardian, the SPSB will convene a Section 504 committee meeting to determine whether the Student needs compensatory and/or remedial services as a result of the SPSB's XX---phrase redacted---XX during the 2017-2018 school year. If the Section 504 committee determines the Student needs compensatory and/or remedial services, the group will develop a plan for providing timely compensatory and/or remedial services with a completion date not to extend beyond **January 19, 2019**. The District will provide the Student's parent or guardian notice of procedural safeguards including the right to challenge the committee's determination through an impartial due process hearing.

## **REPORTING REQUIREMENTS**

**Within ten (10) calendar days after** the Section 504 committee's decision regarding the Student's need for compensatory and/or remedial services, the SPSB will submit documents supporting the group's decision to OCR. The documentation submitted will include documentation identifying the participants in the meeting, an explanation of decisions made, the information considered, and a description of and schedule for providing any compensatory and/or remedial services to the Student, if any. OCR will review the documentation to determine whether the SPSB has met the procedural requirements of the regulation implementing Section 504, at 34 C.F.R. §§104.34, 104.35 and 104.36.

If the SPSB determines the Student is entitled to compensatory and/or remedial services, the SPSB will provide to OCR, by **January 31, 2019**, documentation of the dates, times, and locations that any compensatory and/or remedial services were provided. The documentation shall include a description of the services provided and the name(s) of the providers.

The SPSB 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 SPSB understands that during the monitoring of the Agreement. Further, if the SPSB understands that during the monitoring of the Agreement, if necessary, OCR may visit the SPSB, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the recipient has fulfilled the terms of the Agreement. Upon the SPSB's satisfaction of the commitments made under the Agreement, OCR will close the case.

The SPSB further understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings to enforce this Agreement, OCR will give the SPSB written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

This Agreement will become effective immediately upon the signature of the SPSB's representative below.

/s/

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Mr. Patrick D. Jenkins, Superintendent  
Saint Landry Parish School Board

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Date