

## RESOLUTION AGREEMENT

### **Canutillo Independent School District OCR Complaint No. 06-18-1507**

The U.S. Department of Education, Office for Civil Rights (OCR) and the Canutillo Independent School District (CISD or 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. 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), as amended, 29 U.S.C. Section 794, 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. Sections 12131 *et seq.*, and its implementing regulation at 28 C.F.R. Part 35, which prohibit discrimination on the basis of disability by recipients of Federal financial assistance and public entities, respectively.

During OCR's Rapid Resolution Process, 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.

#### **Action Item 1**

By **October 31, 2018**, the CISD will provide training regarding its obligation under Section 504 and Title II to provide a free appropriate public education (FAPE) to all qualified students with disabilities residing within its jurisdiction. The training should be provided to all relevant personnel, including, but not limited to XXXX XXXX XXXX (XXX) administrators, XXXX faculty, XXXX counselors, and XXXX Title 504 Coordinators, and Title II Coordinators. The training will be conducted by an individual who is knowledgeable about the laws and issues pertaining to disability discrimination and the evaluation of students who are or are believed to be disabled.<sup>1</sup> The training shall address, at a minimum:

- (a) The identification and evaluation of all students, who because of disability, need or are believed to need special education or related aids and services;
- (b) The CISD's policies and procedures for carrying out its responsibilities under Section 504 and Title II to provide a free and appropriate public education (FAPE) to each qualified disabled person who is within the CISD's jurisdiction, regardless of the nature or severity of the person's disability;
- (c) The CISD's policies and procedures for carrying out its responsibilities to evaluate and re-evaluate students pursuant to Section 504, at 34 C.F.R. § 104.35;
- (d) The CISD staff members' obligation to fully implement any Section 504 Plan that has been developed for a qualified student with a disability; and

---

<sup>1</sup> The appropriate individual may be an employee, contractors, or other representatives of the CISD, or an outside individual or entity.

- (e) The CISD’s policies and procedures for carrying out its obligation to provide procedural safeguards pursuant to Section 504, at 34 C.F.R. § 104.36.

Reporting Requirement

By **November 14, 2018**, the CISD will provide documentation to OCR evidencing that the training required by Action Item 1 has been completed, including the identity of the individual conducting the training and the individual’s qualifications, along with a copy of the materials or a summary of the material covered in such training and sign-in sheets or other documentation showing who attended the training.

**Action Item 2**

By **October 31, 2018**, the CISD will provide the Student’s parent(s)/guardian(s) notice of procedural safeguards, pursuant to 34 C.F.R. § 104.36.

Reporting Requirement

By **November 14, 2018**, the CISD will provide OCR a copy of any written information provided to the Student’s parent(s)/guardian(s) and a narrative of any verbal information provided to the Complainant concerning Action Item 2. The CISD will also provide OCR with documentation demonstrating that the information was provided to the Student’s parent(s)/guardian(s). (e.g. a signed receipt from the Student’s parent(s)/guardian(s) and/or the individual who provided the information).

**Action Item 3**

By **October 31, 2018**, the CISD will convene a group of knowledgeable persons, including the Student’s parent(s)/guardian(s), to determine whether the Student needs compensatory and/or remedial services as a result of the CISD’s alleged failure to provide special education or related aids and services to the Student between February 2015 and January 2018, and any resulting educational loss suffered by the Student; and if so, within one week of its determination, the group will develop a plan for providing timely compensatory and/or remedial services, including a timeline for completion. The CISD will provide the Student’s parent(s)/guardian(s) notice of the procedural safeguards including the right to challenge the group’s determinations through an impartial due process hearing.

Reporting Requirement

Within 14 days (by **November 14, 2018**) of making its decisions with respect to the Student as indicated in Action Item 3, the CISD will submit to OCR documents supporting the group’s decisions. The documentation submitted shall include documentation showing the participants in the meeting, an explanation for decisions made, the information considered, documentation concerning the Student’s current academic status, grade reports for the Student for the 2017-2018 school year, and a description of and schedule for providing any compensatory and/or remedial services to

the Student, and demonstrating that notice of procedural safeguards was provided to the Student’s parent(s)/guardian(s).

The District understands that by signing this Agreement, it agrees to provide the foregoing 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 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 regulations implementing Section 504, at 34 C.F.R. §§ 104.21-104.23; and Title II, at 28 C.F.R. §§ 35.149-35.151. 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 Agreement will become effective immediately upon the signature of the District’s representative below.

---

**Dr. Pedro Galaviz**  
**Superintendent**  
**Canutillo Independent School District**

---

**Date**