

Resolution Agreement
Northside Independent School District
OCR Complaint No. 06-21-1479

The U.S. Department of Education, Office for Civil Rights (OCR) and the Northside Independent School District (the District) enter into this Agreement to resolve 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), 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 District agreed to resolve this complaint pursuant to Section 302 of OCR's Case Processing Manual. Accordingly, the District agrees to take the following actions:

ACTION ITEM I

The District will provide information to OCR in connection with a training session for all Northside Independent School District Los Reyes Elementary School campus (LRES) teachers, administrators, and Section 504 coordinators (LRES Staff) regarding its obligations under Section 504 and Title II. The training will include policies and procedures relevant to the to requests for student records, availability, receipt, pick-up, and evaluation of students who need or are believed to need special education or related services based on disability, how approved services information is communicated to teachers, and implementation of special education or related services. The training will be created by one or more individuals knowledgeable about the District's obligations under Section 504 and Title II, and may be delivered to School employees in an electronic format.

REPORTING REQUIREMENTS

- I. By February 1, 2022**, the District 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.

- II. Within sixty (60) calendar days** after OCR approves the training-based information described in Action Item I, the District will conduct the training session. The training must be provided to all LRES Staff, as defined above.

- III. Within ten (10) calendar days** after conducting the final training session in accordance with Action Item I, the District 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 December 17, 2021, the District will send the Complainant a letter to the address on file with the District via regular mail, delivery tracking, or by e-mail with confirmation of receipt or by electronic communication with confirmation of receipt notifying the Complainant that the District will convene a Section 504 committee meeting to determine whether the Student needs compensatory and/or remedial services as a result of the District's alleged failure to provide appropriate regular or special education and related aids and services deemed necessary to meet the Student's individual educational needs during the 2021-2022 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 **May 28, 2022**. 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

- I. By March 31, 2022**, the District must provide OCR a copy of the letter mailed to the Complainant including the address to which the District mailed the letter, and delivery tracking information for the letter.
- II.** By February 18, 2022, the District must convene a Section 504 committee meeting regarding the Student, and **within ten (10) calendar days** of the Section 504 committee's decision regarding the Student's need for compensatory and/or remedial services, the District 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 District has met the procedural requirements of the regulation implementing Section 504, at 34 C.F.R. §§104.34, 104.35 and 104.36.
- III.** If the District determines the Student is entitled to compensatory and/or remedial services, the District will provide to OCR, by **June 30, 2022**, 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 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 the Agreement. Further, if the District understands that during the monitoring of the 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 recipient has fulfilled the terms of the Agreement. Upon the District's satisfaction of the commitments made under the Agreement, OCR will close the case.

The District 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 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. Brian T. Woods Superintendent
Northside Independent School District

Date