

**Resolution Agreement**  
**OCR Case No. 09-15-1345**  
**Alta Loma School District**

The Alta Loma School District (District) agrees to implement this Resolution Agreement (Agreement) to resolve the compliance concerns identified by the U.S. Department of Education, Office for Civil Rights (OCR), under Title VI of the Civil Rights Act of 1964 (Title VI) and its implementing regulations at 34 C.F.R. Part 100 in the above-referenced OCR investigation.

**I. Individual Remedy**

A. The District will fund 15 hours of counseling for the Student provided by a mutually agreed upon nonpublic agency (“NPA”) to be completed by July 1, 2021, and any unused hours will be waived.

B. Reporting Requirements

1. Within fifteen (15) days of signing this Agreement, the District will issue the offer described in Section I.A. to the Parent by first class mail and electronic mail. Within five (5) calendar days of issuing the written offer, the District will provide to OCR documentation confirming it issued the written offer.
2. By January 15, 2021, the District will provide OCR with a log describing the counseling services provided up through December 31, 2020 (Log). The Log shall include the following information: the dates, times and locations that counseling services were provided, and the titles and qualifications of the service provider that provided the counseling services. In the event that the Student does not access the counseling services, then the District shall provide OCR with documentation showing the attempts made to provide those services in lieu of the Log.
3. If applicable, by July 15, 2021, the District will provide OCR with a Log describing the counseling services provided between January 1, 2021 and June 30, 2021. The Log shall include the following information: the dates, times and locations that counseling services were provided, and the titles and qualifications of the service provider that provided the counseling services. In the event that the Student does not access the counseling services, then the District shall provide OCR with documentation showing the attempts made to provide those services in lieu of the Log.

**II. Policies and Procedures**

- A. The District will adopt policies and procedures regarding the referral of students to law enforcement to ensure equal treatment of all students on the basis of race, color, and national origin. The District will also train District and site administrators, and other appropriate staff as determined by the District, on such adopted policies and procedures. The policies and procedures will include the following:

1. a statement that the District will ensure equal treatment of students on the basis of race, color, and national origin in the referral of students to law enforcement, including to School Resource Officers (SROs);
2. clear, uniform, and objective criteria for all referrals to law enforcement; and,
3. a requirement that the District document all referrals to law enforcement consistent with other school discipline actions and 34 C.F.R. § 100.6(b), including but not limited to: who contacted law enforcement (name and title); the objective basis for the law enforcement contact; when (date and time) law enforcement was contacted; the name(s) or other identifier(s) for the student(s) involved in the referral to law enforcement; the grade(s), race(s)/ethnicity(ies), and special education status(es)<sup>1</sup> of the student(s) involved in the referral to law enforcement; names and titles of law enforcement officers involved in the referral; and actions taken by law enforcement (e.g., interviewing student(s) to the extent known to the District, and the outcome of the referral (e.g., warning, citation, arrest, other) to the extent known by the District). The law enforcement referral data will be verified for accuracy and reported to school sites and the School Board after each semester. This reporting will include, but is not limited to, an analysis of the rate of referral of students by race/ethnicity and disability status and the causes of such differing referral rates, including any discriminatory practices. The report will also identify remedies to any discrimination identified. The law enforcement referral data will be retained in a manner consistent with other student discipline data.

#### B. Reporting Requirements

1. By January 15, 2021, the District will provide OCR with the draft policies and procedures described in Section II.A. for OCR's review and approval.
2. Within thirty (30) calendar days of OCR's approval of the draft policies and procedures, the District will formally adopt the policies and procedures. Within thirty (30) calendar days of formally adopting the policies and procedures, the District will provide to OCR documentation confirming that the policies and procedures were adopted by the District and that the District has provided a related training to District and site administrators, and other appropriate staff as determined by the District, regarding the adopted policies and procedures, including the related data collection and reporting.
3. Within fifteen (15) calendar days of each instance of reporting law enforcement referral data to school sites and the School Board in the 2020-2021 and 2021-2022 school years, the District will provide OCR with documentation of the report including, but not limited to, the data and report presented, the name(s) and title(s) of

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<sup>1</sup> Defined as whether the student has been identified as a student with a disability under Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act at the time of the referral to law enforcement.

those who presented, the date of the report, and any resulting discussion of the report including questions from the School Board and responses.

**III. Monitoring**

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 and obligations of the Agreement. Upon satisfaction of the commitments made under this Agreement, OCR will close the case.

The District understands and acknowledges that OCR may initiate proceedings to enforce the specific terms and obligations of the resolution agreement and/or the applicable statute(s) and regulation(s). Before initiating such proceedings, OCR will give the District written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

Signed:

\_\_\_\_\_/s/\_\_\_\_\_  
Superintendent  
Alta Loma School District

\_\_\_\_\_08/10/2020\_\_\_\_\_  
Date