

Resolution Agreement
Oak Park Unified School District
Case Number 09-17-1508

In order to resolve the issues raised in the above-referenced complaint, filed by the Complainant on behalf of her child (Student), with the U.S. Department of Education, Office for Civil Rights (OCR) under Title VI of the Civil Rights Act of 1964, the Oak Park Unified School District (District), without admitting to any violation of law, agrees to take the actions outlined in this Resolution Agreement (Agreement).

I. Individual Remedies

- A. Complainant and District Staff Meeting. Within 30 days of the date this Agreement is executed (excluding holidays), after providing proper written notice to the Student's parent/guardian, the District will convene a meeting with the Complainant, which is to be attended by a group of individuals knowledgeable about the Student, including (but not limited to) her classroom teacher, the school counselor, and a school administrator. The purpose of the meeting, and subsequent meetings if necessary, is to:
1. Ensure that the Student feels safe on campus;
 2. Address any safety related issues the Complainant or Student may have outstanding;
 3. Develop a plan of action regarding notifying the Complainant in the event that a future safety issue arises for the Student; and
 4. Establish a point person or point of contact for the Student that she would feel comfortable notifying of future incidents should they arise.

II. Training and Written Guidance

Within 120 calendar days of the date this Agreement is signed, the District will issue written guidance and facilitate training for school site staff (administrators and counselors) regarding safety protocol and discipline for death threats on school campuses. The training will specifically address the importance of notifying parents of potential safety issues and developing safety plans for any and all students who may be subject to such threats.

III. Reporting Requirements

- A. Within 14 calendar days of the date the meeting referenced in I.A. is convened, the District will submit to OCR documentation of the meeting. The documentation submitted shall include the names of participants in the meeting, notes regarding the issues discussed during the meeting, and the name of the point person established for the Student.
- B. Within 30 calendar days of the date this Agreement is signed, the District will provide a draft of the guidance documents and proposed training materials described in Section II to OCR for review and approval. The District will issue the guidance and provide the training within 30 calendar days of OCR's approval. Within 30 calendar days of issuing the guidance documents and conducting the training, the District will provide

documentation, (e.g. a sign-in sheet or other evidence), showing training attendance by name and title of attendees, along with a copy of the materials distributed at the training and the name and title of the trainer(s).

IV. Monitoring

The District understands that by signing this Agreement, it agrees to provide data and other information in a timely manner. Further the District understands that during the monitoring of this agreement, 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 regulations implementing Title VI of the Civil Rights Act of 1964, which were at issue in this case. 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.

_____/s/_____
Authorized District Representative

12/01/2017
Date