

**Resolution Agreement
Yu Ming Charter School
Case Number 09-18-1043**

The Yu Ming Charter School (School), without admitting to any violation of law, 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 Section 504 of the Rehabilitation Act of 1973 and its implementing regulation at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and its implementing regulation at 28 C.F.R. Part 35, in the above-referenced OCR case number.

I. Implementation of Student's IEP

The School will work with the Complainant to ensure that the Student and afterschool individual with responsibility for the Student's Diabetes Management Plan and BIP implementation can work effectively together to implement these plans. The School will:

- A. Ensure that the Afterschool Manager and staff communicate with the Complainant regarding efforts to establish a positive relationship with the Student; and,
- B. Consider designating a different afterschool employee as the primary individual responsible for implementing the Student's Diabetes Management Plan and BIP if necessary for full implementation of the Diabetes and Behavior Plans.

Reporting Requirements: On or before April 30, 2018, the School will provide OCR with a description of its efforts to ensure that the relationship between the Student and the Afterschool individual designated with primary responsibility for implementation of the Diabetes Management Plan and BIP during afterschool is not an impediment to provision of services.

II. Training

The School will ensure that the Afterschool employee designated to implement the Student's Diabetes Management Plan and BIP is fully trained. Such training will include:

- A. professional Diabetes Management Training by outside trainers;
- B. licensed Vocation Nurse Training at the School;
- C. consultation with the Complainant regarding issues specific to the Student; and,
- D. knowledge and implementation of the Student's BIP

Reporting Requirements: On or before March 30, 2018, the School will provide OCR with the dates the afterschool designee was trained on A-D listed in Section II above.

III. Back-Up Afterschool Staff

The School will ensure that there are at least two fully trained (see Section II A-D above regarding Training) afterschool staff to serve as back-ups in the event the Afterschool Manager is unavailable.

Reporting Requirements: On or before April 30, 2018, the School will provide OCR with the dates at least two the afterschool back-up staff were trained on A-D listed in Section II above.

IV. Memorandum

The School will draft and disseminate a memorandum to all administrators, staff, teachers, parents and guardians informing them of the School's policy and procedures regarding disability discrimination complainants. The memorandum will include:

- a. A summary of the procedure for resolving disability discrimination complaints
- b. A link to the online complaint form
- c. The contact information of the individual designated to resolve disability discrimination complaints

Reporting Requirements: On or before March 30, 2018, the School will provide OCR with a copy of the memorandum for review and approval. By April 30, 2018, the School will provide documentation that it was distributed to staff, parents and guardians.

V. Systemic Implementation of Plans

On an ongoing basis, the School will ensure that afterschool staff is aware of all Individual Education Program Plans (IEPs)/Section 504 Plans and BIPs and Diabetes Management Plans. The Student Support Services Coordinator will provide information about all IEPs/Section 504 Plans and BIPs and Diabetes Management Plans in writing and verbally during weekly afterschool team meetings.

Reporting Requirements: On or before June 29, 2018, the School will provide weekly meeting agenda or other documentation showing that information about IEPs/Section 504 Plans, BIPs and Diabetes Management Plans are being communicated to appropriate afterschool staff on a weekly basis.

The School understands that by signing this Agreement, it agrees to provide data and other information in a timely manner. Further, the recipient understands that during the monitoring of this Agreement, OCR may visit the recipient, 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 this Agreement and is in compliance with Section 504, Title II, and the implementing regulations, which were at issue in this case. Upon completion of the obligations under this Agreement, OCR shall close and dismiss the case.

The School 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 School written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

_____/s/_____
Sue Park, Head of School
Yu Ming Charter School

02/15/2018
Date