

**Voluntary Resolution Agreement
Brunswick County Schools
OCR Complaint No. 11-14-1122**

Brunswick County Schools (the District) agrees to fully implement this voluntary resolution agreement (Agreement) to resolve Office for Civil Rights (OCR) Complaint No. 11-14-1122. This Agreement does not constitute an admission by the District of a violation of Section 504 of the Rehabilitation Act of 1973 (Section 504), Title II of the Americans with Disabilities Act of 1990 (Title II) or any other law enforced by OCR.

1. By September 30, 2014, the District will adequately disseminate to the parent/student/staff community the District's current procedures to provide for the prompt and equitable resolution of complaints alleging any action prohibited by Section 504 by, at a minimum:
 - a. Revising the District's "Guide to Section 504 of the Rehabilitation Act" to identify District Policy 1720/4015/7225 (Discrimination, Harassment, and Bullying Complaint Procedures) as the procedures through which a parent/guardian may file a local complaint and include a hyperlink to the procedures; and
 - b. Publishing the contact information for the District's Section 504 Coordinator on the Section 504 and Exceptional Children sections of the District's website; and
 - c. Revising the District's Code of Conduct to contain the contact information for the Section 504 Coordinator and to identify Policy 1720/4015/7225 as the complaint procedure for complaints of disability-related discrimination/harassment; and
 - d. Recommending to the Board of Education that the District's Nondiscrimination on the Basis of Disabilities policy (District Policy 1730/4022/7231) be revised to clarify that the grievance procedures outlined in District Policy 1720/4015/7225 are available to students/parents/other community members, in addition to employees and that the District's Prohibition Against Discrimination, Harassment and Bullying policy (District Policy 1710/4021/7230) be revised to include identification of the District's Section 504 Coordinator by name or title and contact information for the Coordinator.

Reporting Requirements:

By September 30, 2014, the District will provide OCR with documentation that it has implemented provision 1a.-c. above.

Within 90 days after approval by the Board of Education of revisions to District Policies 1730/4022/7231 and 1710/4021/7230, the District will provide OCR with documentation that it has implemented provision 1d. above.

2. By September 30, 2014, the Superintendent will recommend to the Board of Education a revision to its current procedures to provide for the prompt and equitable resolution of complaints alleging any action prohibited by Section 504, including disability harassment, and the revisions will include, at a minimum:
 - a. A provision for the adequate, reliable, and impartial investigation of complaints, including the opportunity to present witnesses and other evidence; and
 - b. Written notice to the parties of the outcome of the complaint.

Reporting Requirement: By September 1, 2014, the District will submit for OCR's review and approval a draft revised Section 504 grievance procedure(s).

Reporting Requirement: Within 60 days after final action by the Board of Education on the recommended revised complaint procedure(s), the District will publish the revised procedure(s) on its website and will provide District parents/guardians/students with a letter or e-mail notifying them of the revised grievance procedure and providing them with a link to the grievance procedure on its website.

Reporting Requirement: Within 90 days after approval by the Board of Education of revisions to the procedures, the District will submit to OCR a link to its website evidencing publication of the revised procedure(s) and documentation that notice of the procedure(s) was provided to District parents/guardians/students. The District will also revise its 2015-2016 Student Code of Conduct to reflect this change and to include a copy of the revised grievance procedure and will submit to OCR a copy of the revised Code.

3. Within 90 days of Board of Education action on the recommended policy revisions referenced in Paragraph 2, the District will provide training to District administrative personnel, with training regarding the rights of students who qualify under Section 504. The training should include, at a minimum, the fact that students who qualify for special education under the IDEA also are protected by Section 504 and have the same rights as students protected by Section 504 only, including the right to file a complaint of discrimination based on disability. The training also should include discussion of the District's revised procedures to provide for the prompt and equitable resolution of complaints alleging any action prohibited by Section 504. The district will also provide written guidance to all teachers and counselors containing the information from the administrative training, with an explanation of that information, and an opportunity to ask questions of trained administrative staff regarding the same.

Reporting Requirements:

Within 60 days of Board of Education action on the recommended policy revisions referenced in Paragraph 2, the District will provide for OCR’s review and approval a copy of the training materials prepared, including the name(s) and title(s) of the trainer(s) and any handouts or presentations developed.

Within 10 business days of the completion of the approved training programs, the District will submit to OCR the name(s) and title(s) of the trainer(s), the date of the training, the material used or disseminated, and the sign-in sheets indicating the names and titles of participants. Within 10 business days of distribution of the written guidance to instructional and counseling staff, the District will submit to OCR documentation of its distribution.

The District understands that OCR will not close the monitoring of this Agreement until OCR determines that the District has fulfilled its terms and is in compliance with the regulations implementing Section 504, at 34 C.F.R. Part 104, and Title II, at 28 C.F.R. Part 35, which were at issue in this case. The District also 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 of this Agreement and is in compliance with the regulations implementing Section 504, at 34 C.F.R. Part 104 and Title II, at 28 C.F.R. Part 35, which were at issue in 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 a minimum of sixty (60) calendar days to cure the alleged breach.

_____/s/_____
Superintendent or Designee
Brunswick County Schools

_____/8/18/2014_____
Date