

**RESOLUTION AGREEMENT**  
**Brunswick County Public Schools**  
**OCR Case No. 11-17-1177**

Brunswick County Public Schools (the Division) voluntarily enters into this resolution agreement (Agreement) with the Office for Civil Rights (OCR) to resolve Complaint No. 11-17-1177. This Agreement does not constitute an admission by the Division of a violation of and OCR has made no findings of non-compliance under Section 504 of the Rehabilitation Act of 1973 (Section 504) or Title II of the Americans with Disabilities Act of 1990 (Title II), or any other law enforced by OCR. This Agreement, when fully implemented, will resolve the issues and compliance concerns in this complaint.

1. By June 30, 2017, after providing proper written notice to the XXXX Student and his parent/guardian, the Division will convene a group of persons knowledgeable about the Student, making all reasonable efforts to include the XXXX Student and his parent/guardian. The committee will review the implementation of the XXXX Student's Section 504 Plan for the time period from XXXX to XXXX to determine whether the Student received appropriate regular and/or special education or related services during that time period, and whether compensatory services are required. If compensatory services are owed, the group will develop a plan for making timely compensatory and/or remedial services available to the Student with a completion date not to extend beyond September 15, 2017. The Division will provide the XXXX Student and his parent/guardian with notice of the procedural safeguards, including the right to challenge the group's determination through an impartial due process hearing.

Reporting Requirement:

- a. Within one week of the meeting, the Division will submit to OCR a copy of the meeting minutes or similar documentation from the meeting, including an explanation for decisions made, a description of and schedule for providing compensatory and/or remedial services, if any, to the Student, the notice of procedural safeguards, the written invitation to the XXXX Student and his parent/guardian, and a list of meeting attendees. OCR will review the documentation submitted to ensure that the Division met the procedural and other requirements of the regulation implementing Section 504, at 34 C.F.R. §§ 104.34, 104.35, and 104.36, in making these determinations.
- b. Within 10 calendar days after the Section 504 committee meeting, the Division will provide the XXXX Student and his parent/guardian with written notice of the outcome of the meeting, including an explanation for decisions made and a description of and schedule for providing compensatory and/or remedial services, if any, to the Student. The Division will provide a copy of this written notice to OCR no later than July 15, 2017.
- c. By September 15, 2017, the Division will provide documentation to OCR of the dates, times, and locations that compensatory and/or remedial services were made available, a description of what was made available, the name(s) of the service provider(s), and whether the Student attended.

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by fostering educational excellence and ensuring equal access.*

2. By September 15, 2017, the Division will train all instructional staff and administrators at XXXX on Section 504 and the requirements of Section 504 and Title II. The training will emphasize the Division’s obligations under Section 504 to provide a free appropriate public education to students with disabilities.

Reporting Requirements

- a. By August 1, 2017, the Division will provide for OCR’s review, a copy of the training materials prepared for this provision, including the name(s), title(s), and qualifications of the trainer(s), and any handouts or presentations developed for this training. By September 15, 2017, the Division will complete the training.
- b. By September 25, 2017, the Division will provide OCR with documentation confirming completion of the training, including: (a) the date of each training session(s); and (b) a sign-in sheet including the list of names, titles, and signatures of the Division personnel who participated in each training session.

The Division understands that OCR will not close the monitoring of this Agreement until OCR determines that the Division has fulfilled the terms of this Agreement and is in compliance with the regulation implementing Section 504 and Title II.

The Division understands that by signing this Agreement, it agrees to provide data and other information in a timely manner. Further, the Division understands that during the monitoring of this Agreement, OCR may visit the Division, upon proper notice to the Division, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the Division has fulfilled the terms of this Agreement and is in compliance with the regulation implementing Section 504 and Title II at 34 C.F.R. Part 104 and 28 C.F.R. Part 35, which was at issue in this case.

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

By: \_\_\_\_\_/s/\_\_\_\_\_  
Superintendent or Designee

Date: \_\_\_\_\_06/01/2017\_\_\_\_\_