

**RESOLUTION AGREEMENT**  
**Prince William County Public Schools**  
***OCR Complaint No. 11-20-1310***

Prince William County Public Schools (the Division) agrees to fully implement this Resolution Agreement (Agreement) to resolve the allegation(s) investigated in Office for Civil Rights (OCR) Complaint No. 11-20-1310 pursuant to Section 302 of OCR's *Case Processing Manual*. This Agreement does not constitute an admission by the Division of a violation of Section 504 of the Rehabilitation Act of 1973 (Section 504) or of Title II of the Americans with Disabilities Act of 1990 (Title II), or any other law enforced by OCR.

**Action Item A: Review and Assess Division's Regulation 271-2 for "Service Animals"**

By the end of the 2020-2021 school year, the Division will review and assess Regulation 271-2 for "Service Animals" (the Regulation) and the accompanying "Service Animal Request Form" and will amend it as necessary to ensure that it complies with Title II.

**Reporting Requirements:**

- a. By June 15, 2021, the Division will report to OCR the results of the review and any amendments made to the Regulation, as required by Action Item A, and other actions taken, if any.
- b. By August 1, 2021, and if applicable, the Division will provide notice of the revised/amended Regulation on its website and in any other locations where the Regulation is published.

**Action Item B: Staff Training**

By October 1, 2021, the Division will provide training to the Associate Superintendent for Student and Professional Learning, and all Division and school administrators responsible for implementing the Regulation. Staff responsible for implementing the Regulation will be trained on the Division's obligation to comply with Title II, including the allowance of service animals in Division facilities; when a service animal may be excluded; permissible responses to individuals inquiring about bringing service animals to Division facilities; and any amendments made to the Regulation.

**Reporting Requirements:**

- a. By September 1, 2021, the Division may voluntarily submit to OCR an outline of the content of the training and the name and credentials of the individual who will present the training to School staff.

- b. Within 5 calendar days of the training, the Division will provide documentation that such training was provided consistent with the requirements above, including: (a) the name(s) of the individual(s) who conducted the training; (b) a list of the individuals who attended the training and their positions; (c) the date(s) the training was conducted; and (d) copies of any training materials disseminated.

The Division 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 the Agreement. Further, the Division understands that during the monitoring of this Agreement, if necessary, OCR may visit 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 and obligations of this Agreement. Upon the Division's satisfaction of the terms and obligations of this Agreement, OCR will close this case.

The Division understands and acknowledges that OCR may initiate proceedings to enforce the specific terms and obligations of this Agreement and/or the applicable statutes and regulations. Before initiating such proceedings, OCR will give the Division written notice of the alleged breach and 60 calendar days to cure the alleged breach.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Dr. Steven Walts, Superintendent  
Prince William County Public Schools