

**RESOLUTION AGREEMENT**  
**Hillsborough Township Public Schools**  
**Case Nos. 02-16-1315, 02-16-1338, and 02-16-1448**

In order to resolve Case Nos. 02-16-1315, 02-16-1338, and 02-16-1448, Hillsborough Township Public Schools (the District) assures the U.S. Department of Education, New York Office for Civil Rights (OCR), that it will take the actions detailed below pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and its implementing regulation at 34 C.F.R. Part 104 (Section 504), and Title II of the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12131 et seq., and its implementing regulation at 28 C.F.R. Part 35.

**Action Item 1:**

By September 6, 2016, the District will provide training to all staff members and administrators, including the XXXXXXXXXXXXX, who were responsible for implementing the Student's Section 504 plan during school year 2015-2016, and all staff members who will be responsible for implementing the Student's Section 504 plan during school year 2016-2017, regarding the District's obligations to provide students, including the Student, with special education and/or related aids and services, as required by their Section 504 plans and individualized education programs pursuant to Section 504 and the ADA. The training will include, at a minimum, instruction regarding: (a) the District's and staff members' obligations under the regulation implementing Section 504, at 34 C.F.R. §104.33, to provide a free appropriate public education (FAPE); (b) to adhere to all items in students' Section 504 plans and individualized education programs (IEPs) and provide students with the special education and/or other related aids and services, as determined necessary by a group of knowledgeable persons (such as the Child Study Team or Section 504 team); (c) maintain timely, detailed, and accurate documentation regarding the provision of services to students; (d) track and/or monitor the provision of services to students, to ensure that all required services are provided; and (e) the staff members' written acknowledgement that they have been provided with a copy of the Student's Section 504 plan and have reviewed all items in the plan.

**Reporting Requirement:** By September 30, 2016, the District will provide documentation to OCR demonstrating that training was provided in accordance with Action Item 2 above; including (a) the name(s) of the individual(s) who conducted the training; (b) the date(s) of the training; (c) a list of the individuals who attended the training and their positions; (d) copies of any training materials disseminated; and (e) copies of the staff members' written acknowledgements as described in Action Item 2.

The District understands that OCR will not close the monitoring of this agreement until OCR determines that the District has fulfilled the terms of this agreement and is in compliance with the regulations implementing Section 504, at 34 C.F.R. § 104.33, and the ADA, at 28 C.F.R. § 35.130. 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 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. § 104.33 and the ADA, at 28 C.F.R. § 35.130. In addition, 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 and 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.

\_\_\_\_\_  
Date

\_\_\_\_\_/s/\_\_\_\_\_  
Jordan Schiff  
Superintendent  
Hillsborough Township Public Schools