

April 20, 2015

XXXX XXXX XXXX

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St. Louis, Missouri 63141

Re: OCR Docket # 07131123

Dear Mr. XXXX:

On April 12, 2013, the U.S. Department of Education (Department), Office for Civil Rights (OCR), received a complaint against the Smithton R-VI School District (District), Smithton, Missouri, alleging discrimination on the basis of disability. On March 9, 2015, the District voluntarily executed a Resolution Agreement (Agreement) and this complaint was resolved on March 16, 2015.

The complainant alleged the District discriminated against her son on the basis of disability (XXXX) by failing to promptly identify and provide related aids and services designed to meet his individual educational needs resulting in the denial of a free appropriate public education.

Prior to the completion of OCR's investigation, the District submitted a signed Agreement (copy enclosed) on March 9, 2015, that, when fully implemented, will address the complainant's complaint allegations. The Agreement requires the District to: 1) revise its notice of nondiscrimination and grievance procedures; 2) provide a copy of the *Staff Section 504 Referral Form* (Form C) to all District staff members and communicate a summary of staff members' obligation to refer a student for Section 504 evaluation when the student needs or is believed to need special education or related services and provide the contact information for the Section 504 coordinator; 3) ensure information about the location of the District's Section 504 Procedures Manual and Forms is available to all students, parents, employees, and others by prominently including the information about accessing the manual in the District's student handbook(s) and employee handbook(s) (if any) or on the District's website; and 4) provide annual training on the subject of Section 504 and Title II compliance to District staff, including information regarding the identification, evaluation, and placement of students suspected of having disabilities and the District's revised notice of nondiscrimination and grievance procedures. Please consult the enclosed Agreement for further details.¹

¹FOOTNOTE REDACTED

If you have any questions regarding this matter, please contact XXXX XXXX, Equal Opportunity Specialist, at (816) 268-0577 (voice) or (877) 521-2172 (telecommunications device for the deaf), or by email at julie.murphy@ed.gov.

Sincerely,

Joshua Douglass
Chief Attorney

Enclosure

cc: Dr. Margaret Vandeven
Commissioner of Education