



Common Issues From Civil Rights On-Site Visits

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Common Issues From Civil Rights Visitations

■ Disclaimer

- These issues are **NOT** inclusive of all requirements, **NOT** in any ranked order, **NOR** are the included areas fully addressed.
- This session is intended to provide general information. The contents do not constitute legal advice and should not be relied upon as such. Formal legal advice should be sought in particular matters.



#10 Annual Nondiscrimination Notice

- Prior to the start of the school year systems must advise students, parents, employees and general public that all CTE opportunities will be offered w/o regard to race, color, national origin, sex, or disability.
- May be printed in local newspapers, school publications, or other media that reach students, parents, employees and general public, including minorities, women and disabled



Still #10

- Annual Nondiscrimination Notice (cont'd)
 - Notice includes a brief summary of program offerings and admission criteria; and name, address and telephone number of persons designated to coordinate Title IX and Section 504
 - In what Languages? :“Communities” of national origin minority persons must have materials disseminated to that community in its language and ensure language not barrier to access to programs
 - What constitutes a “community”?



Annual Nondiscrimination Notice (cont'd)

- Example of Annual Notice of Non-discrimination
- **XYZ Schools offer a wide range of Career and Technical Education programs, including Agricultural Sciences, Business Education, Career Development, and Trade and Industrial Education. Special Populations are also available for Disadvantaged and Handicapped Students.**
- **The XYZ Schools and it's Career and Technical Education Programs do not discriminate on the basis of race, color, national origin, sex, disability, *religion* or age in its activities and programs, including employment policies and practices.**
- **The following person(s) has/have been designated to handle inquiries regarding the non-discrimination policies:**
 - Name and/or Title**
 - Office Address**
 - Telephone No.**

 - *Name and/or Title *(if two different persons are designated)**
 - Office Address**
 - Telephone No.**



#9 Continuous Nondiscrimination Notice

- Example:** The XYZ Schools and its Career and Technical Education Programs do not discriminate against any person on the basis of race, color, national origin, sex, *religion*, disability, or age in its activities and programs, including employment policies and practices.
- Is it in your:
 - Brochure on programs and activities?
 - Student handbook?
 - Job announcements?
 - Website?
 - School Newspaper?



#8 Recruitment Strategies

- All potential students have access to CTE information with effort to reach under-represented groups
 - Do you have:
 - Recruitment plans?
 - Brochures and materials for recruiting purposes with persons of differing races, genders, and disability?
 - Brochures available for students and parents who speak languages other than English
 - Orientation session?
 - Parent night?



#7 ESL and LEP Issues

- Do you have:
 - Written plan for the provision of services for ESL/LEP individuals? Hearing impaired? Visually impaired?
 - Contracts for translations services?
 - Bilingual counselor?



#6 Check Student Demographics

- Are your CTE enrollment demographics similar to the demographics of the school?
 - If not, is there a legitimate nondiscriminatory rationale?
- Are your specific CTE program enrollment demographics similar to the demographics of the entire CTE enrollment?
 - If not, is there a legitimate nondiscriminatory rationale?



#5 Guidance Counselors

- May not counsel students with disabilities toward more restrictive career objects than non-disabled students with similar abilities and interests.
 - Important to have CTE staff involved in IEP process



#4 General Accessibility

- Students with a disability may not be excluded from CTE or academic programs, courses, services, or activities due to equipment barriers or because necessary related aids and services or auxiliary aids are not available

#3 Parking



- Total number of spaces versus total number of accessible spaces
- Spaces must be identified with International Symbol of Accessibility
- Smooth parking surface and clear and safe path from parking spaces to accessible route
- Closest to accessible entrances

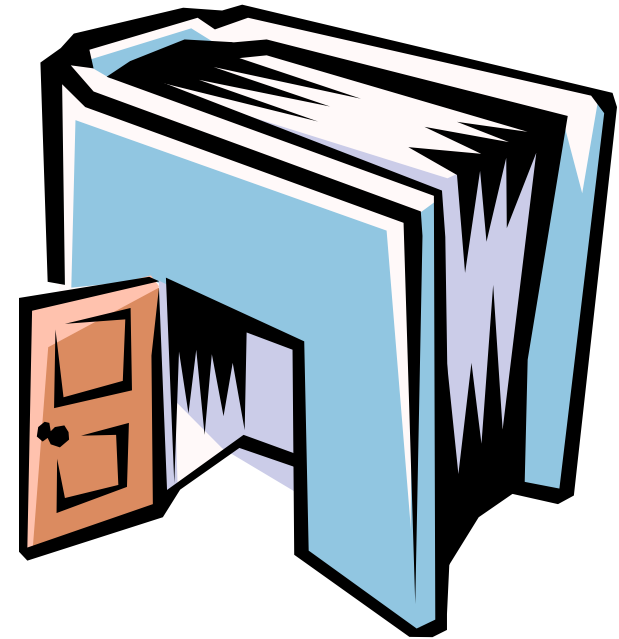


#2 Walkways

- Path of travel is stable, firm, slip resistant, and accessible to entrance
- Pathway is minimum of 4 feet (ANSI)/ 3 feet (ADAAG)
- Continuing surface which is not interrupted by steps or abrupt changes in level
- Curb cuts at driveways and parking lots

#1 The Entrance and Front Office

- One primary entrance is useable by individuals in wheelchairs
- Such entrances are clearly marked with international symbol of accessibility





Still #1 Entrance and Front Office

- Is the front desk accessible to a person in a wheelchair?
- Is a person who uses a wheelchair able to see over the counter?
- Is someone in the school's main office able to communicate with people who do not speak English?



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