

From: [Meyer-Brown, Chandler](#)
To: [David Osborne](#)
Cc: [Chase, Morgan](#); [MOA](#); [Marci Johnson](#); [Sophia Nuding](#)
Subject: Re: SY23 Letters of Finding
Date: Thursday, January 2, 2025 1:31:22 PM

Thanks, David. We will review.



Chandler Meyer-Brown | he/him

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On Mon, Dec 30, 2024 at 4:00 PM David Osborne <DOSBORNE@isbe.net> wrote:

Good afternoon, Chase and Chandler.

I would like to start by apologizing for the delay in sending these letters but it just recently came to my attention that these were not previously shared.

Thank you for taking the time to assist the Illinois State Board of Education (ISBE) during our on-site civil rights compliance review of Hubbard High School, Sullivan High School, and Infinity Math Science & Tech HS conducted in October through December of 2023.

As recipients of federal financial assistance, Hubbard High School, Sullivan High School and Infinity Math, Science, & Tech High School are required to comply with federal laws and regulations that prohibit discrimination on the basis of race, color, national origin, sex, and disability. The *Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, National Origin, Sex, and Handicap in Vocational Education Programs* (34 C.F.R. Part 100, Appendix B) (*Guidelines*) require each state agency responsible for the administration of career and technical education programs to conduct compliance reviews of subrecipients that offer career and technical education programs and that receive federal financial assistance from the U.S. Department of Education. The purpose of the on-site review was to determine the school's compliance with the *Guidelines* and the following federal laws and regulations:

- Title VI of the Civil Rights Act of 1964 and its implementing regulations at 34 C.F.R. Part 100, which prohibit discrimination on the basis of race, color, and national origin.
- Title IX of the Education Amendments of 1972 and its implementing regulations at 34 C.F.R. Part 106, which prohibit discrimination on the basis of sex;
- Section 504 of the Rehabilitation Act of 1973 and its implementing regulations at 34 C.F.R. Part 104, which prohibit discrimination on the basis of disability; and
- Title II of the Americans with Disabilities Act of 1990 and its implementing regulations at 28 C.F.R. Part 35, which prohibit discrimination on the basis of disability.

These three schools were selected for review based on ISBE's targeting plan, which requires review of subrecipients with the highest disparities between their total enrollment and their CTE enrollment on the bases of race, sex, and disability.

These letters of findings (LOFs) summarize ISBE's findings in the following eight major areas of review:

- I. Administrative Requirements;
- II. Recruitment, Admissions, and Counseling
- III. Accessibility: See Attachment III: Facilities Review
- IV. Comparable Facilities;
- V. Services for Students with Disabilities;
- VI. Financial Assistance;
- VII. Work-study, Cooperative Programs, and Job Placement; and
- VIII. Employment.

The LOFs describe any findings of noncompliance for which corrective action is required. All required corrective action must be included in the Voluntary Compliance Plan (VCPs). The district can develop its Voluntary Compliance Plans in the Methods of Administration Civil Rights system in IWAS. At a minimum, your VCP should address every item of noncompliance, describe the corrective action that your district will take to remedy each item, the target completion date (month and year), and a statement of how completion of the corrective action will be reported and verified to ISBE. In addition, for each item, please identify the individual(s) responsible for completing the corrective action. Please submit your completed VCPs to ISBE by February 28, 2025. We will review the VCPs, and either approve it as submitted, or work with you to ensure that the appropriate corrective action is taken to bring your school into compliance. We encourage you to await approval of your VCPs from ISBE prior to completing corrective action or any repairs.

Thank you again for your cooperation during the on-site review. Your time and effort in organizing documents for the ISBE's review and scheduling interviews was much appreciated. Please be advised that your district has a continuing obligation to maintain compliance with all civil rights requirements.

If you have any questions regarding this LOF or if you need any assistance preparing your VCP, please email Sophie Nuding at snuding@isbe.net or MOA@isbe.net.

David Osborne

Principal Consultant/Methods of Administration Coordinator for Secondary Education

CTE & Innovation

Illinois State Board of Education

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