

EQUAL EDUCATIONAL OPPORTUNITIES

The right of a student to participate fully in classroom instruction and extra-curricular activities shall not be abridged or impaired because of sex, race, religion, ancestry, sexual orientation, national origin, pregnancy, marital or parental status or physical, learning, mental or emotional disability.

The School District is committed and dedicated to the task of providing the best education possible for every student in the district for as long as the student can benefit from attendance and the student's conduct is compatible with the welfare of the entire student body.

Non-discrimination policies shall be printed in the student handbook, course selection book, enrollment materials, and published annually in August in the District newsletter or local newspaper, to make students and parents aware of their rights.

Complaints regarding the interpretation or application of this policy shall be referred to the District Administrator and processed in accordance with established procedures.

The District will identify, evaluate and provide an appropriate public education to students who are handicapped within the meaning of Section 504 of the Rehabilitation Act of 1973.

If any person believes that the School District or any part of the school organization has inadequately applied the principles and / or regulations of Title VI, Title IX and Section 504 or in some way discriminates on the basis of sex, race, national origin, ancestry, age, creed, pregnancy, parental or marital status, sexual orientation, or physical, learning, mental or emotional disability, s/he may bring forward a complaint to the Title VI, Title IX or Section 504 Coordinator at his/her office in the School District, Stanley, WI or contact him/her by telephone: 644-5534.

INFORMAL PROCEDURE

The person who believes s/he has a valid basis for complaint shall discuss the concern with the local Title VI, Title IX or Section 504 Coordinator, who shall in turn investigate the complaint and reply to the complainant in writing with five (5) school / business days. If this reply is not acceptable to the complainant, s/he may initiate formal procedures according to the steps listed.

FORMAL GRIEVANCE PROCEDURE

- Step 1: A written statement of the grievance shall be prepared by the complainant and signed. This grievance shall be presented to the local Title VI, Title IX or 504 Coordinator with five (5) school / business days of receipt of the written reply to the informal complaint. The Coordinator shall further investigate the matters of the grievance and reply in writing to the complainant within ten (10) school / business days.
- Step 2: If the complainant wishes to appeal the decision of the local Title VI, Title IX or 504 Coordinator, s/he may submit a signed statement of appeal to the school district's administrator within five (5) school / business days after receipt of the local coordinator's response to the grievance. The school district administrator shall meet with all parties involved, formulate a conclusion, and respond in writing to the grievance within ten (10) school / business days.
- Step 3: If the complainant remains unsatisfied, s/he may appeal through a signed, written statement to the Board of Education within five (5) school / business days of his/her receipt of the school district administrator's response to Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representatives at the next regular Board meeting or within fifteen (15) school / business days of the receipt of such an appeal. A copy of the Board's disposition of

the appeal shall be sent by the Board Clerk to each concerned party within ten (10) school / business days of this meeting.

Step 4: If, at this point, the grievance has not been satisfactorily settled, further appeal may be made within 30 days to the Department of Public Instruction, Equal Educational Opportunity Office, P.O. Box 7841, Madison, WI 53707. Also, an appeal may be made to the Office for Civil Rights, U.S. Department of Education, Washington D.C. 20201.

GRIEVANCE PROCEDURE – SPECIAL EDUCATION

Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a child with exceptional educational need shall be processed in accordance with established appeal procedures outlined in the district's special education handbook.

GRIEVANCE PROCEDURE – FEDERAL PROGRAMS

Discrimination complaints relating to programs specifically governed by federal law or regulation shall be referred directly to the State Superintendent of Public Instruction.

DISSEMINATION OF DISCRIMINATION GRIEVANCE PROCEDURES

The adopted discrimination grievance procedures shall be disseminated to students, parents, employees and others to inform them about the proper process of making a complaint. The information shall be published in student/parent/staff handbooks, news articles before the start of school and other appropriate time, Board policies posted in staff lounges and guidance offices, and course offering booklets / curriculum guides.

MAINTENANCE OF GRIEVANCE RECORDS

The coordinators (Title VI, Title IX and Section 504) shall keep records of all formal and informal complaints for the purpose of documenting compliance and past practices. The records shall include information on all levels of the complaint and any appeals. The records should include:

1. The name of the grievant or complainant and his/her title or status.
2. The date the grievance was filed.
3. The specific allegation made and any corrective action requested by the grievant.
4. The name(s) of the respondents.
5. The levels of processing followed, and the resolution, date and decision-making authority at each level.
6. A summary of facts and evidence presented by each party involved.
7. A statement of the final resolution and the nature and date(s) of any corrective or remedial action taken.

LEGAL REFERENCE

Section 118.13 Wisconsin Statutes, PI 9 of the Wisconsin Administrative Code Title IX, Education Amendments of 1972, Title VI, Civil Rights Act of 1964, Section 504, Rehabilitation Act of 1973.

Date of Adoption:
December 9, 1987

Revised:
February 24, 2014