

EQUAL EDUCATIONAL OPPORTUNITIES

The School District of Bonduel is committed and dedicated to the task of providing the best education possible for every child in the district. The right of the student to be admitted to school and to participate fully in curricular, extra-curricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.

Complaints regarding the interpretation or application of this policy shall be referred to the district administrator and processed in accordance with established discrimination complaint procedures listed in this policy.

Notice of this policy and its accompanying complaint procedures shall be published at the beginning of each school year and posted in each school building in the district. In addition, a student nondiscrimination statement (next paragraph) shall be included in student and staff handbooks.

Discrimination Complaint Procedures

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, religion, ancestry, sexual orientation, national origin, pregnancy, marital or parental status or physical, learning, mental or emotional disability, s/he may bring forward a complaint to the district administrator at the school district office or contact him/her by telephone at (715) 758-4861.

Informal Complaint Procedure

The person who believes s/he has a valid basis for complaint shall discuss the concern with the district administrator, who shall in turn investigate the complaint and reply to the complainant in writing within 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 in the Formal Complaint Procedure.

Formal Complaint Procedure

Step 1: A written statement of the complaint shall be prepared by the complainant and signed. This complaint shall be presented to the district administrator within five (5) school/business days of receipt of the written reply to the informal complaint. The district administrator 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 district administrator s/he may submit a signed statement of appeal to the School Board within five (5) school/business days of his/her receipt of the school district's response to Step 1. In an attempt to resolve the grievance, the Board 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 with ten (10) school/business days of this meeting.

Step 3: If at this point the complaint 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 for making a complaint. The information shall be published in student/parent/staff handbook, news articles before the start of school and other appropriate times, Board policies posted in staff lounges and guidance offices, and course offering booklets/curriculum guides.

Maintenance of Grievance Records

The district administrator 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 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 respondent(s).
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: Wis. Stat. 118.13
PI 9 of the Wis. Adm. Code
Title IX, Education Amendments of 1972
Title VI, Civil Rights Act of 1964
Section 504 of the Rehabilitation Act of 1964
PI 9.03(1) of the Wis. Adm. Code

Policy Adopted: August 14, 1985

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