

NOTICE OF DISCRIMINATION POLICY

The School District of Amery shall not discriminate against students on the basis of sex, race, color, national origin, ancestry, creed, religion, economic status, pregnancy, marital, familial or parental status, sexual orientation, genetic information, handicap or physical, mental, emotional or learning disability. Discrimination complaints shall be processed in accordance with the following procedures:

Informal Grievance Procedure

The district encourages informal resolution of a complaint under the Boards' equal education opportunities policy. If any person believes that the School District of Amery or any part of the school organization has failed to follow the Board's equal education opportunities policy or in some way discriminates against students on the bases listed above, he/she may bring or send a complaint to the following address: District Administrator, 543 Minneapolis Avenue, Amery, WI 54001.

If a complaint is not resolved informally, the complainant may initiate formal procedures according to the steps listed below.

Formal Grievance 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. He/she shall send written acknowledgement of receipt of the complaint within 45 days.
- STEP 2: the Board shall make a written determination of the complaint within 90 days of receipt of the complaint unless the parties agree to an extension of time.
- STEP 3: If the complainant wishes to appeal a negative determination by the Board, he/she has the right to appeal the decision to the State Superintendent of Public Instruction within 30 days of the Board's decision. In addition, the complainant may file an appeal directly to the State Superintendent of Public Instruction if the Board has not provided written acknowledgement within 45 days of receipt of the written complaint. Appeals should be addressed to: State Superintendent of Public Instruction Wisconsin Department of Public Instruction, 125 South Webster St., P.O. Box 7841 Madison, WI 53707-7841
- STEP 4: Discrimination complaints on some of the above bases may also be filed with the federal government at the Office of Civil Rights, U.S. Department of Education, 300 South Wacker Drive, Chicago, IL 60606.

Grievance Procedure Relating to Special Education

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

Grievance Procedure Relating to Federal Programs

Complaints that the district is violating a federal statute or regulation that applies to a federal program shall be referred directly to the State Superintendent of Public Instruction.

NOTIFICATION OF RIGHT TO APPEAL

I have received written determination by the Board of any complaint alleging violation of the Board's equal educational opportunities policy. I understand I have the right to appeal a negative determination to the State Superintendent of Public Instruction at the address listed above.

Signature of Complainant

Date

Copies to: School District of Amery (1) Complainant (1)

APPROVED IN PART: September 22, 1992

REVISED: January 18, 1993

November 21, 2011