

EQUAL EDUCATIONAL OPPORTUNITIES GRIEVANCE PROCEDURE

The following steps will be followed in resolving a grievance:

LEVEL I - The Title IX Coordinator shall conduct a review of the complaint and provide a written response, complete with supporting reasons, to the complainant within 10 working days after receiving the complaint. The appropriate building principal shall participate in reaching and writing the original decision.

LEVEL II - If the complainant is not satisfied with the response, he/she may submit a written appeal within 10 working days after receipt of the decision requesting a hearing with the Superintendent. The hearing request shall include a copy of the original complaint, supporting statements and evidence, and the decision of the Title IX Coordinator. Within 10 working days after receipt of the request, the Superintendent will meet with the complainant to discuss the complaint and the previous decision. Within five working days after this meeting he or she will provide the complainant with a written decision complete with supporting reasons.

LEVEL III - If the complainant is not satisfied with the response, he or she may submit a written appeal to the Board within 10 days after receipt of the decision. The appeal request shall include a copy of the original complaint, supporting statements and evidence, and decisions which have been made by the Title IX Coordinator and Superintendent.

The Board will consider the appeal at its next regularly scheduled Board meeting following receipt of the request provided the Board has at least five working days to review the complaint. The Board will permit the complainant to address the Board in public or closed session, as appropriate and lawful, concerning his or her complaint and will provide the complainant with its written decision within 10 days following completion of the hearing.

GENERAL INFORMATION

In the adoption and implementation of this problem solving procedure, it shall be understood that the Board is not a court of law, and that rules of jurisprudence shall not apply. The procedure is, however, designed to facilitate resolution of the grievance.

Records: A written record will be kept of proceedings before the Board and will be retained in the office of the Title IX Coordinator for two school years.

Reprisals: No reprisal of any kind shall be taken by or against any party of legitimate interest or any legitimate participant in the problem solving procedure by reason of their participation.

Procedure: At each procedural level, the complainant shall be given the opportunity to be present and to be heard. Copies of written decisions will be furnished to all interested parties.

Adopted: 05/12/86

Revised: 02/14/94
Reviewed: 12/14/98