

**SCHOOL DISTRICT OF PITTSVILLE
BOARD POLICY**

STUDENTS

STUDENT POLICIES GOALS

EQUAL EDUCATIONAL OPPORTUNITIES

The Pittsville School District is committed and dedicated to the task of providing the best education possible for every child 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.

The right of a student to be admitted to school and to participate fully in curricular, career and technical education, extra-curricular, student services, recreational, or other programs or activities shall not be abridged or denied or impaired because of a student’s sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, homelessness status, any mental, physical, emotional or learning disability or any other legally-protected status or classification.

The following nondiscrimination policy shall be printed in the student handbooks, teacher handbooks, and published annually in August in the District Newsletter and/or the official newspaper of the District.

It is the policy of the Pittsville School District, pursuant to state and federal laws and regulations, that no person may be denied admission to any public school in this District or be denied participation in, be denied the benefits of, or be discriminated against in any curricular (which would include all Career and Technical Education opportunities), extra-curricular, pupil service, recreational, or other program or activity because of the person’s sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, homelessness status, any physical, mental, emotional, or learning disability or any other legally-protected status or classification as required by S. 118.13, Wis. Stats. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race and national origin), and Section 504 of the Rehabilitation Act of 1973.

The District encourages informal resolutions of complaints under this policy. A formal complaint resolution procedure is available, however, to address allegations of violations of the policy in the Pittsville School District.

*Any questions concerning this policy should be directed to: **DISTRICT ADMINISTRATOR, MATTHEW SHERWOOD, DIRECTOR OF SPECIAL EDUCATION AND PUPIL SERVICES, SCHOOL DISTRICT OF PITTSVILLE, 5459 ELEMENTARY AVENUE, SUITE 2, PITTSVILLE, WISCONSIN 54466, 715-884-6694 2517 EXT 255***

Children of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent/guardian) residing in the District shall have equal access to the same free, appropriate public education, including comparable services, as provided to other children and youth residing in the District. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

Students, who have been identified as having a handicap or disability, under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act, shall be provided with reasonable accommodations in educational series or programs. Students may be considered handicapped or disabled under this policy even if they are not covered under the district’s special education policies and procedures.

~~Concerns regarding alleged violations of policies affecting equal opportunity shall be referred to the following:~~

- ~~Title VI District Administrator~~
- ~~Title IX District Administrator~~
- ~~Section 504 Special Education Director or District Administrator~~

Complaint Procedures

If any person believes that the Pittsville 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 other way discriminates on the basis of sex, race, color, national origin, religion, ancestry, creed, pregnancy, marital or parental status, sexual orientation, homelessness status, any physical, mental, emotional or learning disability or any other legally-protected status or classification, he/she may file a complaint with the District Administrator or the authority **Compliance Officer** listed above.

- 1) Any student, parent, or ~~resident of the District~~ **third party** complaining of discrimination on the basis of sex, race, color, national origin, ancestry, religion, creed, pregnancy, marital or parental status, sexual orientation, homelessness status, or any physical, mental, emotional or learning disability or any other legally-protected status or classification in school programs or activities shall report the complaint in good faith ~~and~~ in writing, **orally, or electronically** to the ~~proper authority or to the District Administrator~~ **Compliance Officer**. All complaints must include the following information to the extent it is available: a description of the alleged violation, the identity of the individual(s) believed to have engaged in, or to be actively engaging in, conduct in violation of this policy, if any; a detailed description of the facts upon which the complaint is based; and a list of potential witnesses. If the Complainant is unwilling or unable to provide a written statement with the information above, the Compliance Officer shall ask for such details in an oral interview. The Compliance Officer will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the report by signing the document.
- 2) **The District Compliance Officer will advise the complainant of their options and available resources, including the option to pursue informal or formal resolution of the complaint, and will provide the complainant a copy of this procedure in a language the complainant can understand. The District Compliance Officer will first allow a complainant the opportunity to resolve the complaint on an informal basis, if the complainant requests to do so. If the complaint is able to be resolved informally, the District Compliance Officers will prepare a written statement outlining the resolution and provide a copy to the complainant. However, if the complainant chooses not to proceed using the informal procedures, requests to move forward with a formal investigation at any time during the informal process, or is not satisfied with the process's outcome, the District will proceed with formally investigating the complaint according to the process identified below.**
- 3) Upon receiving ~~such written a~~ **complaint**, ~~an investigation of the suspected infraction shall immediately be undertaken.~~ **the District Administrator Compliance Officer will review, with the Building Principal, the Special Education Director, or other appropriate persons, investigate the complaint brought under this procedure promptly, thoroughly, and impartially, the facts comprising the alleged discrimination.** Within ten (10) days after receiving the complaint, **the District Compliance Officer will prepare and deliver a written report to the District Administrator which summarizes the evidence gathered during the investigation and the District Administrator shall decide the merits of the case, determine the action to be taken, if any, and report in writing the findings and the resolution of the case to the grievant parties.** If ~~the grievant~~ **either party** is dissatisfied with the decision of the District Administrator, he/she may appeal the decision in writing to the Board of Education. The Board will hear the appeal at its next regular meeting or at a special meeting called for the purpose of hearing the appeal. The Board will make its decision in writing within ten (10) days after the hearing. Copies of the written decision will be mailed or delivered to the ~~grievant~~ **parties** and the District Administrator.
- 4) If ~~the grievant~~ **either party** remains dissatisfied with the decision by the Board of Education under this policy, he/she **within thirty (30) days** may appeal the decision in writing to the State Superintendent of Public Instruction, PO Box 7841, Madison, WI 53707.

Maintenance of Grievance Records

~~The coordinators (Title IV, Title IX, and Section 504)~~ **Compliance Officer** shall keep records of all formal and informal complaints for the purpose of documenting compliance and past procedures. The records shall include information on all levels of the complaint and any appeals. The records shall include:

- a) the name of the grievant or complainant and his/her title or status;
- b) the date the grievance was filed;
- c) the specific allegations made and any corrective action requested by grievant;
- d) the name(s) of the respondents;
- e) the level of processing following, and the resolution, date, and decision-making authority at each level;
- f) a summary of facts and evidence presented by each party and date(s) of any corrective or remedial action taken.

Legal reference: *Section 118.13 Wisconsin Statutes, PI 9 and PI 41, Wisconsin Administrative Code, Title IX, Educational Amendment of 1972; Titles IV and VI, Civil Rights Act 1964; Section 504 of Rehabilitation Act of 1973; Americans with Disabilities Act of 1990 Individual with Disabilities Education Act; Civil Rights Act 1991; McKinney-Vento Homeless Assistance Act (42 U.S.C 11431).*

Cross reference: *Policy 511 – Equal Employment Opportunity*

~~First Reading of Updates: July 10, 2017~~
~~Second Reading of Updates: August 14, 2017~~
~~First Reading of Updates: April 9, 2018~~
~~Second Reading and Adoption: May 14, 2018~~
First Reading of Updates July 13, 2020
Second Reading of Updates August 10, 2020