

**Discrimination Complaint Procedures**

Any complaint regarding the interpretation or application of the district's student nondiscrimination policy shall be processed in accordance with the following complaint procedures:

1. Any student, parent, or resident of the district complaining of discrimination on the basis of religion, color, handicap, sex, race, creed, ancestry, national origin, marital or parental status, pregnancy, sexual orientation or physical, mental, emotional or learning disability in school programs or activities shall report the complaint in writing to the building principal or designee.
2. The building principal or designee, upon receiving such a written complaint, shall immediately undertake an investigation of the suspected infraction. The principal/designee will review with appropriate persons the facts comprising the alleged discrimination. Within 10 days after receiving the complaint, the principal 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 complainant.
3. If the complainant is not satisfied with the building principal's decision, he/she may appeal the decision in writing to the district administrator. Upon receiving the complaint, the district administrator shall review the case and make a decision in writing regarding the case within 10 days. Copies of the written decision shall be mailed or delivered to the complainant and the building principal or designee.
4. If the complainant is dissatisfied with the decision of the district administrator, he/she may appeal the decision in writing to the Board. The Board shall hear the appeal at its next regular meeting, or a special meeting may be called for the purpose of hearing the appeal. The Board shall make its decision in writing within 10 days after the hearing. Copies of the written decision shall be mailed or delivered to the complainant and the building principal or designee, and district administrator.
5. If the complainant is dissatisfied with the Board's decision, he/she may, within 30 days appeal the decision in writing to the State Superintendent of Public Instruction.
6. Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a child with

exceptional education needs shall be processed in accordance with established appeal procedures outlined in the district's special education handbook.

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

APPROVED:            October 17, 2007  
                                 September 24, 2008