

GRIEVANCE PROCEDURES
FOR
TITLE VI OF CIVIL RIGHTS ACT OF 1964
TITLE IX OF THE EDUCATION AMENDMENT ACT OF 1972
SECTION 504 OF THE REHABILITATION ACT OF 1973
TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990
ELLIOTT-LARSEN CIVIL RIGHTS ACT OF 1977

Section I

Any person believing that the Sturgis Public School District or any part of the school organization has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) Section 504 of the Rehabilitation Act of 1973, or (4) Title II of the Americans with Disability Act of 1990 may bring forward a complaint, which shall be referred to as a grievance to:

Julie Evans, Assistant Superintendent
Sturgis Public Schools
107 W. West Street
Sturgis, MI 49091
269-659-1500

Section II

The person who believes a valid basis for grievance exists shall discuss the grievance informally and on a verbal basis with the Assistant Superintendent, who shall in turn investigate the complaint and reply with an answer within five (5) business days.

If the complainant feels the grievance is not satisfactorily resolved, s/he may initiate formal procedures according to the following steps.

Step 1

A written statement of the grievance signed by the complainant shall be submitted to the Assistant Superintendent within five (5) business days of receipt of answers to the informal complaint. The Assistant Superintendent shall further investigate the matters of grievance and reply in writing to the complainant within five (5) business days.

Step 2

A complainant wishing to appeal the written (or Step 1) decision of the Assistant Superintendent may submit a signed statement of appeal to the Superintendent of Schools within five (5) business days after receipt of the Assistant Superintendent's response. The Superintendent shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant within (10) business days.

Step 3

If still unsatisfied, the complainant may appeal through a signed, written statement to the Board of Education within five (5) business days of receiving the Superintendent's response in Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within forty (40) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of this meeting. The decision of the Board of Education shall be final.

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The local Assistant Superintendent, on request, will provide the complainant with a copy of the district's grievance procedure and investigate all complaints in accordance with this procedure.

A copy of each of the Acts and the regulations on which this notice is based may be found in the Assistant Superintendent's office.

NONDISCRIMINATION STATEMENT

In Compliance with the Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Sturgis Public Schools District that no person shall, on the basis of race, color, religion, national origin or ancestry, sex, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program, activity, service or in employment.

For information, contact: Julie Evans, Assistant Superintendent
107 W. West Street Sturgis, MI 49091 269-659-1500

