

AFFIRMATIVE ACTION/NONDISCRIMINATION STATEMENT

In compliance with regulations of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, the Civil Rights Act of 1987 and the Americans with Disabilities Act, the North Haven Board of Education adopts the following Equal Employment Opportunity and Equal Access Policies:

It is the policy of the North Haven Board of Education that no staff, student, or parent on the basis of race, color, gender, age, national origin, marital status, disability, relation or sexual orientation be excluded from participation, be denied benefits of, or be subjected to discrimination under any education program or activity sponsored by its public schools.

Retaliation against any individual who complains pursuant to the Board's policy and regulations is strictly prohibited. The district will take actions necessary to prevent retaliation as a result of filing a complaint.

More information can be obtained by contacting the appropriate Civil Rights Coordinator:

Section 504/ADA	Director of Student Services	203-239-2581
Title IX	Coordinator of Health/Physical Education	203-239-1641

NONDISCRIMINATION GRIEVANCE PROCEDURE

The following procedures covering Title VI (race, national origin); Title IX (sex, equity); and Section 504 (handicap) will be followed in dealing with all complaints alleging discrimination and apply to all parties affected by the operations of the public schools, including students, employees and parents.

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems which may arise concerning claims of discrimination. Evidence of reprisal against a complainant or witness shall be viewed as a violation of this policy.

Any person who wishes to inquire or to register a complaint concerning alleged discrimination in the North Haven Public Schools shall have an opportunity to bring such concerns to the attention of the appropriate Civil Rights Coordinator or Superintendent, who has the authority to resolve such complaints. The following grievance procedure shall be utilized by any student, parent or employee in making a complaint or inquiry. Officials shall be governed by this procedure.

Level I: The complainant shall discuss the alleged discriminatory act or practice with the appropriate Civil Rights Coordinator or the individual closest to the daily decision-making level. This will normally be the principal, teacher, counselor, program coordinator, head custodian, or cafeteria manager. If satisfaction cannot be achieved through informal discussion, the following procedure must be initiated.

Level II: The complainant shall, within thirty (30) calendar days of the alleged incident, on forms provided, put the complaint in writing and file it with the appropriate Civil Rights Coordinator. Within ten (10) working days a conference must be held and a written response provided. Within fifteen (15) working days from the date upon which the complaint was received by the appropriate Civil Rights Coordinator, the complaint must be resolved to the satisfaction of both parties or referred to the Superintendent of Schools.

Level III: Following the Superintendent's review, he or she shall communicate his/her findings to the complainant with ten (10) business days following his/her receipt of the written request for review by the Superintendent, including recommendations to resolve the complaint, negotiate a long-term solution or refer the matter to an impartial hearing officer.

Level IV: If the complainant is not satisfied with the Superintendent's decision, a request may be made within fifteen (15) school days to submit the matter to a mediator or impartial hearing officer. The mediator or impartial hearing officer must be someone who is knowledgeable about the differences between the particular civil rights violation being disputed and/or the Individuals with Disabilities Education Act (IDEA).

Students, employees and parents are advised that they may use the above stated grievance procedures regarding Title VI, Title IX or Section 504 complaints or they may report their grievance directly to the director of the Regional Office for Civil Rights.

Grievances may be addressed to:

U.S. Department of Education
Office for Civil Rights
8th Floor
5 Post Office Square
Boston, MA 02109-3921

NORTH HAVEN PUBLIC SCHOOLS
NOTICE OF PARENT/STUDENT RIGHTS
UNDER SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 of the Rehabilitation Act of 1973 (commonly referred to as “Section 504”) is a nondiscrimination statute enacted by the United States Congress. The purpose of Section 504 is to prohibit discrimination on the basis of disability and to assure that disabled students have educational opportunities and benefits equal to those provided to nondisabled students.

For the purposes of Section 504, the term “disability” with respect to an individual means: (a) a physical or mental impairment that substantially limits one or more major life activities of such individual; (b) a record of such an impairment; or (c) being regarded as having such an impairment. “Major life activities” include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating and working. A major life activity also includes the operation of a major bodily function, including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions.

Many students will be eligible for educational services under both Section 504 and the Individuals with Disabilities Education Act (IDEA), but entitlement to services under the IDEA or other statutes is not required to receive services under Section 504.

The following is a description of the rights and options granted by federal law to students with disabilities under Section 504. The intent of the law is to keep you fully informed concerning decisions about your child and to inform you of your rights if you disagree with any of these decisions. You have the right:

1. To be informed of your rights under Section 504;
2. To have your child take part in and receive benefits from the North Haven School District’s education programs without discrimination based on his/her disability.
3. For your child to have equal opportunities to participate in academic, nonacademic and extracurricular activities in your school without discrimination based on his/her disability;
4. To be notified with respect to the Section 504 identification, evaluation, and educational placement of your child;
5. To have an evaluation, educational recommendation, and placement decision developed by a team of persons who are knowledgeable of your child, the assessment data, and any placement options;
6. If your child is eligible for services under Section 504, for your child to receive a free appropriate public education. This includes the right to receive reasonable accommodations and services to allow your child an equal opportunity to participate in school and school-related activities;
7. For your child to be educated with peers who do not have disabilities to the maximum extent appropriate;
8. To have your child educated in facilities and receive services comparable to those provided to non-disabled students;
9. To review all relevant records relating to decisions regarding your child’s Section 504 identification, evaluation, and educational placement;

10. To obtain copies of your child's educational records at a reasonable cost unless the fee would effectively deny you access to the records;
11. To request changes in the educational program of your child;
12. To an impartial hearing if you disagree with the school district's decisions regarding your child's Section 504 identification, evaluation or educational placement. The costs for this hearing are borne by the local school district. You and the student have the right to take part in the hearing and to have an attorney represent you at your expense.
13. To file a court action if you are dissatisfied with the impartial hearing officer's decision or to request attorney's fees related to securing your child's rights under Section 504.
14. To file a local grievance with the designated Section 504 Coordinator to resolve complaints of discrimination other than those involving the identification, evaluation or placement of your child.
15. To file a formal complaint with the U.S. Department of Education, Office for Civil Rights.

The Section 504 Coordinator for this district is:

Director of Student Services
5 Linsley St.
North Haven, CT 06473

Telephone: 203-239-2581

For additional assistance regarding your rights under Section 504, you may contact:

Boston Regional Office
Office for Civil Rights
U.S. Department of Education
8th Floor
5 Post Office Square, Suite 900
Boston, MA 02109-3921

Telephone: (617) 289-0111

U.S. Department of Education
Office for Civil Rights
550 12th Street, SW
Washington, DC 20202-1100

Telephone: 1-800-421-3481

Connecticut State Department of Education
Bureau of Special Education
P.O. Box 2219
Hartford, CT 06145

Telephone: (860) 713-6910