SCHOOL DISTRICT OF WAUPACA

SERIES 400 STUDENTS **CODE: 411-R1**

STUDENT NONDISCRIMINATION COMPLAINT PROCEDURE

Student Nondiscrimination Complaint Procedures

The District encourages informal resolution of complaints under this policy. If any person believes that the School District of Waupaca has failed to follow the law and rules of s. 118.13, Wis. Stats., and PI 9, Wis. Admin. Code, or in some way discriminates against pupils on the basis listed above, he/she may bring or send a complaint to the following address:

District Administrator
School District of Waupaca
515 School St.
Waupaca, WI 54981

Step 1 A written statement of the complaint shall be prepared by the complainant and signed. This complaint shall be presented to the District Administrator. The District shall send written acknowledgment of receipt of the complaint within 45 days.

Step 2 A written determination of the complaint shall be made by the District Administrator and/or Board within 90 days of receipt of the complaint unless the parties agree to an extension of time.

a) Appeals under 20 USC S. 1415 and ch. 115. Wisconsin State Statutes, relating to the identification, evaluation, educational placement, or the provision of a free appropriate public education of a child with an exceptional educational need shall be resolved through the procedures authorized by ch. 115, subch. V, Wisconsin State Statutes, and

b) Complaints under 20 USC s. 1231 e-3 and 34 CFR ss 76.780-76.782, commonly referred to as EDGAR complaints, that the State or a subgrantee is violating a Federal statue or regulation that applies to a program shall be referred directly to the State Superintendent.

Step 3 If a complainant wishes to appeal a negative determination by the District Administrator and/or the Board, he/she has the right to appeal the decision to the State Superintendent within 30 days of the Board’s decision. In addition, the complainant may appeal directly to the State Superintendent if the Board has not provided written acknowledgment within 45 days of receipt of the complaint or made a determination within 90 days of receipt of the written complaint. Appeals should be addressed to: State Superintendent, Wisconsin Department of Public Instruction, 125 S. Webster Street, PO Box 7841, Madison, WI 53707-7841.

Discrimination complaints may also be filed with the federal government at the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street., Suite 1475, Chicago, IL 60661-4544. Email: OCR.Chicago@ed.gov.

ADOPTED: 111312
REVISED:
REVIEWED:
LEGAL REFERENCE:
CONTRACT REFERENCE:
CROSS REFERENCE:

The School District of Waupaca does not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.