

## NONDISCRIMINATION/EXHIBIT OF PROCEDURES

This exhibit presents in chart form the formal steps for filing a grievance under the provisions of policy **AC** and regulations **AC-R**.

Title IX Coordinator considers evidence and takes appropriate action.	Completed within 15 days of receipt of grievance.
Aggrieved person may appeal decision of Title IX Coordinator to the superintendent of schools, in writing.	Completed within 5 days from receipt of assistant superintendent's decision.
Superintendent considers all evidence from aggrieved and Title IX Coordinator and takes appropriate action.	Completed within 15 days of receipt of written appeal.
Aggrieved person may appeal decision of superintendent to the board, in writing.	Completed within 5 days from receipt of superintendent's decision.
School board conducts hearing.	Within 30 days from the receipt of the written appeal.
School board renders decision.	Within 30 days of conclusion of hearing.

\* Where the grievant is a student, the grievance can be filed with the building administrator and appealed to the Title IX Coordinator

**NONDISCRIMINATION/GRIEVANCE FORM**

This form must be completed and submitted to the building principal or Title IX Coordinator as required in policy AC and regulation AC-R.

Name of person(s) filing grievance: \_\_\_\_\_

\_\_\_\_\_

Name of person(s) alleged to have committed discrimination:

\_\_\_\_\_

\_\_\_\_\_

Names(s) of any witness(es) to occurrence(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dates(s) of occurrence(s): \_\_\_\_\_

Precise description of location of occurrence(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of occurrence(s):

(You may present your description using this form (including the reverse side) or you may attach a typed or electronic printed statement to this form. In describing the occurrence(s), you should be as precise as possible about date, times, what happened, language used, and witnesses present.)

***Legal References:*** None

Adopted: 7/17/95

Reaffirmed: 11/7/05, 1/5/09, 12/1/14, 11/9/20