

NONINSTRUCTIONAL OPERATIONS

Nondiscrimination in Child Nutrition Programs

A. Nondiscrimination Statement

In accordance with State and Federal law and U.S. Department of Agriculture policy, Pasco School District shall not discriminate against any person in the administration and provision of child nutrition programs, including the national school lunch and breakfast program, on the basis of race, creed, religion, color, national origin, age, sex, sexual orientation including gender expression or identity, marital status, honorably-discharged veteran status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability.

B. Complaint Procedures

Complaint procedures will be made available to students, parents, and guardians through publication on the district website. Complaints of unlawful discrimination in the child nutrition program will be handled in generally the same manner as other complaints of discrimination in district programs. The district's Title IX/EEO officer is designated to receive informal or formal complaints, and to oversee the complaint process.

Informal Complaints

When a person wishes to make an informal complaint, he or she shall discuss the complaint with the program supervisor, the Title IX/EEO officer, or the Director of Support Services. Any individual or group may make a complaint. Anonymous complaints will be addressed if there is sufficient information provided to do so. The district employee who receives the complaint shall notify the Title IX/EEO officer. It is intended that the informal discussion shall resolve the issue. If the complaint is not resolved, the individual may proceed to the formal complaint process.

Formal Complaints

A formal complaint must be signed by the complaining party and set forth the specific acts, conditions, or circumstances alleged to be in violation. All formal complaints will be directed to the Title IX/EEO officer. The Title IX/EEO officer shall investigate the allegations set forth within 30 calendar days of the filing of the charge. The officer shall provide the superintendent with a full written report of the complaint and the results of the investigation. The superintendent or designee shall respond in writing to the complainant as expeditiously as possible.

If a complainant remains aggrieved as a result of the investigation, action or inaction of the superintendent, he or she may file a written notice of appeal with the secretary of the board by the 10th calendar day following the date upon which the complainant received the district's response to the formal complaint.

The board shall schedule a hearing to commence within twenty (20) working days following the filing of the written notice of appeal. Both parties shall be allowed to present such witnesses and testimony as the board deems relevant and material. The board shall render a written decision by the 10th calendar day following the termination of the hearing and shall provide a copy to all parties involved.

Any person alleging discrimination based on race, color, national origin, sex, age, or disability has the right to file a complaint within 180 days of the alleged discriminatory action with the USDA, Director, Office of Adjudication, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call 1-800-632-9992.