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| Title | Public Notification of Nondiscrimination |
| Number | AC |
| Adopted | July 13, 2000 |
| Revised | July 25, 2017 |

Gilbert Unified School District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The lack of English language skills shall not be a barrier to admission or participation in the district's activities and programs. The Gilbert Unified School District also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s) at 140 S. Gilbert Road, Gilbert, AZ 85296, or at the phone number or email listed below.

As to issues regarding disability discrimination:

Director of Special Education Section 504/ADA Coordinator Gilbert Public Schools
Phone: 480-497-3377
discrimination@gilbertschools.net

As to issues regarding any other type of discrimination:

District Hearing & Compliance Officer Gilbert Public Schools
Phone: 480-497-3421
discrimination@gilbertschools.net

Title Equal Educational Opportunities (Regulation) - Complaint Procedure

Number JB-R

Last Revised July 25, 2017

Last Reviewed October 7, 2008

COMPLAINT PROCEDURE

Compliance Officer

The District Hearing & Compliance Officer shall be the compliance officer for purposes of this regulation. Any person who feels unlawfully discriminated against or to have been the victim of unlawful discrimination by an agent or employee of the District or who knows of such discrimination against another person on the basis of race, color, religion, sex, age, national origin, sexual orientation, gender identity and expression, should file a complaint with the District Hearing & Compliance Officer.

District Hearing & Compliance Officer Gilbert Public Schools
140 S. Gilbert Road
Gilbert, Arizona 85296
Phone: 480-497-3421
discrimination@gilbertschools.net

If the District Hearing & Compliance Officer is the one alleged to have unlawfully discriminated, the complaint shall be filed with the Superintendent.

Individuals are encouraged to discuss their complaint with an appropriate site administrator to determine if the matter can be resolved through informal discussion.

Any person who believes she or he has been subjected to discrimination, harassment, or retaliation based on one of the protected categories listed herein may file a complaint under this procedure. Any person who believes he or she has been subjected to discrimination, harassment or retaliation on the basis of disability may file a complaint under IHBA-RB, or may contact the District Section 504/ADA Coordinator. The District prohibits retaliation against anyone who files a complaint or cooperates in the investigation of a complaint.

Complaint Procedure

Complaints must be submitted to the District Hearing & Compliance Officer within thirty (30) calendar days of the date the person filing the complaint becomes aware, or reasonably should have become aware, of the alleged discriminatory action.

A complaint should be in writing and contain the name and address of the person filing it ("Complainant"). The complaint must state the problem or action alleged to be discriminatory and the remedy or relief sought. (Note: Please refer to JB-E for the Complaint form, which may be used to file a complaint in conformance with these procedures). If a complainant is unable to submit

their complaint in writing, a verbal complaint may be made by contacting the District Hearing & Compliance Officer at the contact information provided herein, and scheduling an appointment with the Officer or his/her designee. If a complaint is received by any District employee other than the Compliance Officer, it shall be promptly forwarded to the Compliance Officer.

The District Hearing & Compliance Officer (or her/his designee) shall conduct an investigation of the complaint. This investigation may be informal, but it must be thorough, and shall include, as appropriate, a review of documentary evidence and interviews with relevant witnesses. Interested persons shall have the opportunity to submit evidence relevant to the complaint, including the opportunity to present witnesses. The District Hearing & Compliance Officer will maintain the files and records of the District relating to such complaints.

While an investigation is being conducted, measures shall be taken as are appropriate to remove the Complainant from the alleged discrimination, until a written decision on the complaint is issued. These interim measures shall be determined by the District Hearing & Compliance Officer or her/his designee conducting the investigation.

The District Hearing & Compliance Officer will issue a written decision on the complaint no later than thirty (30) working days after it is filed, unless extenuating circumstances require an extension of the 30 day timeline. In such a case, the District Hearing & Compliance Officer (or her/his designee) will communicate with the Complainant concerning the need for an extension.

If the decision finds that discrimination occurred, remedial action at the District and/or School level shall be initiated within ten working days of issuance of the decision.

The Complainant may appeal the decision of the District Hearing & Compliance Officer by written submission to the District Superintendent within fifteen (15) working days of receiving the District Hearing & Compliance Officer's decision. If Complainant is unable to submit their appeal in writing, a verbal appeal may be made by contacting the Compliance Officer at the contact information provided herein, and scheduling an appointment with the Compliance Officer or his/her designee. If an appeal is received by any District employee other than the Compliance Officer, it shall be promptly forwarded to the Compliance Officer.

The Superintendent (or his/her designee) shall issue a written decision in response to the appeal no later than thirty (30) working days after its filing.

The District shall maintain confidentiality as required by the Family Educational Rights and Privacy Act (FERPA) in the course of investigations pursuant to this regulation.

The availability and use of this complaint procedure does not prevent a person from filing a complaint of discrimination with the U. S. Department of Education, Office for Civil Rights.

The District will make appropriate arrangements to ensure that disabled persons are provided accommodations, if needed, to participate in this complaint process. Such arrangements may include, but are not limited to, providing interpreters for the deaf, providing recorded material for the blind, providing a scribe for submission of the complaint, or assuring a barrier-free location for the proceedings. The District Hearing & Compliance Officer will be responsible for making such arrangements.

Title Equal Educational Opportunities (Exhibit) - Complaint Form

Number JB-E

Last Revised July 25, 2017

COMPLAINT FORM

GILBERT PUBLIC SCHOOLS expects its employees to comply with all nondiscrimination laws. Further, no discrimination on any basis is permitted in the programs or activities that the District operates. If you believe that discrimination has occurred against a student, please complete, sign, and submit this form to your school's Principal or the District Hearing & Compliance Officer at 140 South Gilbert Road, Gilbert, AZ 85296, or discrimination@gilbertschools.net. In addition to the use of this form, other forms of complaints (verbal and written) will be accepted.

Date: _____

On behalf of: _____

Complainant is:

_____ Student: _____

_____ Student's parent(s): _____

_____ Other: _____

Address: _____
Street City State Zip Code

Telephone _____

1. Describe the alleged discrimination in specific terms. Include:
 1. the specific incident or activity that is viewed as discrimination;
 2. the individuals involved;
 3. dates, times, and locations involved; and

4. the protected class or category (race, religion, etc) that forms the basis of the complaint (attach additional pages if needed).

2. Describe any relevant communication that has already occurred to address the issue. Please specify the types of communication, dates of communication, and names of individuals with whom any communication has occurred.

3. Please describe how you would like to see this issue resolved.

4. Do you wish this complaint to be referred for due process hearing? (A due process hearing is conducted by an impartial hearing officer appointed by the District. You may be represented by legal counsel at your expense.) Yes No

I certify that this information is correct to the best of my knowledge.

Signature of Complainant

Printed Name of Complainant

PLEASE RETURN THIS FORM TO YOUR SCHOOL'S PRINCIPAL OR TO THE DISTRICT HEARING & COMPLIANCE OFFICER.

The District Hearing & Compliance Officer, as designated in JB-R, shall give one (1) copy to the complainant and shall retain one (1) copy for the file.

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| Title | Special Instructional Programs and Accommodations for Disabled Students |
| Number | IHBA |
| Adopted | July 13, 2000 |
| Last Revised | July 25, 2017 |
| Last Reviewed | June 21, 2016 |

SECTION 504 OF THE REHABILITATION ACT OF 1973

No qualified student shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the District.

For purposes of this Policy, a student with a disability is one who:

- Has a physical or mental impairment that substantially limits one (1) or more major life activity; or
- Has a record of such impairment; or
- Is regarded as having such 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. Major life activities also include the operation of a major bodily function, including *but not limited to*, the function of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

A student with a disability may be eligible for protection under the non-discrimination provisions of Section 504 even though the student does not require services and/or accommodations.

It is the responsibility of the District to ensure that students who are disabled within the definition of Section 504 are identified, evaluated and provided with appropriate educational services.

The District has developed Section 504 procedural safeguards. For questions regarding Section 504 or to obtain a copy of the District's Section 504 procedural safeguards, please contact the District's Section 504/ADA Coordinator:

Director of Special Education
Section 504/ADA Coordinator
Gilbert Public Schools
140 S. Gilbert Road
Gilbert, Arizona 85296
Phone: 480-497-3377

Title Section 504 of The Rehabilitation Act of 1973 (Regulation)

Number IHBA - RB

Last Revised July 25, 2017

SECTION 504 OF THE REHABILITATION ACT OF 1973

COMPLAINT PROCEDURE

The District does not discriminate on the basis of disability in its program or activities. Any alleged discriminatory practices within the scope of Section 504 of the Rehabilitation Act of 1973 ("Section 504") or the American's with Disabilities Act ("ADA") may be addressed through this complaint procedure. The District has adopted this internal complaint procedure to provide prompt and equitable resolution of complaints alleging any action prohibited by Section 504 or ADA.

Section 504 and ADA prohibit discrimination on the basis of disability in any program or activity receiving Federal financial assistance.

The District's Section 504/ADA Coordinator has been designated to coordinate the efforts of the District to comply with Section 504 and ADA. The Section 504/ADA Coordinator can be reached at:

Director of Special Education
Section 504/ADA Coordinator
Gilbert Public Schools
140 S. Gilbert Road
Gilbert, Arizona 85296
Phone: 480-497-3377
discrimination@gilbertschools.net

Individuals are encouraged to discuss their complaint with an appropriate site administrator to determine if the matter can be resolved through informal discussion.

Any person who believes she or he has been subjected to discrimination, harassment, or retaliation on the basis of disability may file a complaint under this procedure. Any person who believes he or she has been subjected to discrimination, harassment or retaliation on the basis of any protected reason other than disability may file a complaint under JB-R, or may contact the District Hearing & Compliance Officer. The District prohibits retaliation against anyone who files a complaint or cooperates in the investigation of a complaint.

Complaint Procedure

Complaints must be submitted to the Section 504/ADA Coordinator within thirty (30) calendar days of the date the person filing the complaint becomes aware, or reasonably should have become aware, of the alleged discriminatory action.

A complaint should be in writing and contain the name and address of the person filing it ("Complainant"). The complaint must state the problem or action alleged to be discriminatory and the remedy or relief sought. *(Note: Please refer to IHBA-EA for the Complaint form, which may be used to file a complaint in conformance with these procedures).* If a complainant is unable to submit their

complaint in writing, a verbal complaint may be made by contacting the Section 504/ADA Coordinator at the contact information provided herein, and scheduling an appointment with the Coordinator or his/her designee. If a complaint is received by any District employee other than the Section 504/ADA Coordinator, it shall be promptly forwarded to the Section 504/ADA Coordinator.

The Section 504/ADA Coordinator (or her/his designee) shall conduct an investigation of the complaint. This investigation may be informal, but it must be thorough, and shall include, as appropriate, a review of documentary evidence and interviews with relevant witnesses. Interested persons shall have the opportunity to submit evidence relevant to the complaint, including the opportunity to present witnesses. The Section 504/ADA Coordinator will maintain the files and records of the District relating to such complaints.

While an investigation is being conducted, measures shall be taken as are appropriate to remove the Complainant from the alleged discrimination, until a written decision on the complaint is issued. These interim measures shall be determined by the Section 504/ADA Coordinator or her/his designee conducting the investigation.

The Section 504/ADA Coordinator will issue a written decision on the complaint no later than thirty (30) working days after it is filed, unless extenuating circumstances require an extension of the 30 day timeline. In such a case, the Section 504/ADA Coordinator (or her/his designee) will communicate with the Complainant concerning the need for an extension.

If the decision finds that discrimination occurred, remedial action at the District and/or School level shall be initiated within ten working days of issuance of the decision.

The Complainant may appeal the decision of the Section 504/ADA Coordinator by written submission to the District Superintendent within fifteen (15) working days of receiving the Section 504/ADA Coordinator's decision. If Complainant is unable to submit their appeal in writing, a verbal appeal may be made by contacting the Section 504/ADA Coordinator at the contact information provided herein, and scheduling an appointment with the Coordinator or his/her designee. If an appeal is received by any District employee other than the Section 504/ADA Coordinator, it shall be promptly forwarded to the Section 504/ADA Coordinator.

The Superintendent (or his/her designee) shall issue a written decision in response to the appeal no later than thirty (30) working days after its filing.

The District shall maintain confidentiality as required by the Family Educational Rights and Privacy Act (FERPA) in the course of investigations pursuant to this regulation.

The availability and use of this complaint procedure does not prevent a person from filing a complaint of discrimination with the U. S. Department of Education, Office for Civil Rights.

The District will make appropriate arrangements to ensure that disabled persons are provided accommodations, if needed, to participate in this complaint process. Such arrangements may include, but are not limited to, providing interpreters for the deaf, providing recorded material for the blind, providing a scribe for submission of the complaint, or assuring a barrier-free location for the proceedings. The Section 504/ADA Coordinator will be responsible for making such arrangements.

Title Special Instructional Programs and Accommodations for Disabled Students (Exhibit)
Number IHBA - EA
Adopted July 13, 2000
Last Revised July 25, 2017

SECTION 504 OF THE REHABILITATION ACT OF 1973

COMPLAINT FORM

GILBERT PUBLIC SCHOOLS expects its employees to comply with Section 504 regulations. Further, no discrimination on the basis of disability is permitted in the programs or activities that the District operates. If you believe that discrimination has occurred against a student because of a disability, please complete, sign, and submit this form to your school's Principal or the District Section 504/ADA Coordinator at 140 South Gilbert Road, Gilbert, AZ 85296, or discrimination@gilbertschools.net. In addition to the use of this form, other forms of complaints (verbal and written) will be accepted.

Date: _____

On behalf of: _____

Complainant is: _____ Student: _____

_____ Student's parent(s): _____

_____ Other: _____

Address: _____
Street City State Zip Code

Telephone: _____
Home Work

1. Describe the alleged violation of Section 504 in specific terms. Include:
 1. the specific incident or activity that is viewed as discrimination;
 2. the individuals involved;
 3. dates, times, and locations involved; and
 4. the disability that forms the basis of the complaint (attach additional pages if needed).

2. Describe any relevant communication that has already occurred to address the issue. Please specify the types of communication, dates of communication, and names of individuals with whom any communication has occurred.

3. Please describe how you would like to see this issue resolved.

4. Do you wish this complaint to be referred for due process hearing? (A due process hearing is conducted by an impartial hearing officer appointed by the School. You may be represented by legal counsel at your expense. Yes No

I certify that this information is correct to the best of my knowledge.

Signature of Complaint

Printed Name of Complaint

PLEASE RETURN THIS FORM TO YOUR SCHOOL'S PRINCIPAL OR TO THE DISTRICT SECTION 504/ADA COORDINATOR.

The District Section 504/ADA Coordinator, as designated in IHBA-RB, shall give one (1) copy to the complainant and shall retain one (1) copy for the file.