ST. CHARLES PARISH SCHOOL BOARD

Public Notice of Nondiscrimination
Under
Section 504 of the Rehabilitation Act of 1973
And
Americans with Disabilities Act
And
Title IX of the Education Amendments of 1972

As required by Section 504 of the Rehabilitation Act (as amended) and the Americans with Disabilities Act (ADA), the St. Charles Parish School Board has adopted a policy regarding "Nondiscrimination on the Basis of Disability."

As required by Title IX of the Education Amendments of 1972 and its implementing regulations, the St. Charles Parish School Board does not discriminate on the basis of sex in the education programs or activities that it operates. This prohibition applies to admission and employment.

Questions regarding the application of Title IX and its regulations may be referred to the School Board's Title IX Coordinator, to the U.S. Department of Education's Office for Civil Rights, or to both.

Title IX Coordinator

Erin Crisham, Executive Director of Equity and Student Services
Address: 13855 River Road, Luling, LA 70070
Email: ecrisham@wearescpps.org
Phone Number: 985-785-6289 or 985-785-3163
The School Board's Title IX nondiscrimination policy and grievance procedures, including information on how to report or file a complaint of sex discrimination, are available at: wearescpps.org.

The St. Charles Parish School Board does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services or activities.

The St. Charles Parish School Board does not discriminate on the basis of disability in its hiring or employment practices. The Board will not ask a job applicant about the existence, nature or severity of a disability. Applicants may be asked about their ability to perform specific job functions. Medical examinations or inquiries may be made, but only after a conditional offer of employment is made and only if required of all applicants for the positions. The St. Charles Parish School Board will make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request, unless the accommodation would cause an undue hardship on the operation of the School System's business. Any employee's medical records will be retained separately from personnel files and kept confidential. The School System will make an individualized assessment of whether a qualified individual with a disability meets selection criteria for employment decisions. To the extent its selection criteria have the effect of disqualifying an individual because of a disability; those criteria will be job-related and consistent with business necessity.

The St. Charles Parish School Board does not discriminate against participants, beneficiaries, applicants, employees or unions or organizations with whom they have collective bargaining agreements, in admission or access to or treatment or employment treatment or employment in its federally assisted programs or activities.

Qualified individuals who need accessible communication aids and services or other accommodations to participate in programs and activities are invited to make their needs and preferences known to the 504/ADA Coordinator. The St. Charles Parish School Board will provide appropriate auxiliary aids and services, including qualified sign language interpreters and assistive listening devices, whenever necessary to ensure effective communication with members of the public who have hearing, sight or speech impairments, unless to do so would result in a fundamental alteration of its programs or an undue administrative or financial burden. A person who requires an accommodation or an auxiliary aid or service to participate in a School System program, service, or activity should contact the Section 504 Coordinator as far in advance as possible, but no later than 48 hours before the scheduled event.

The St. Charles Parish School Board may also be reached through the LA Relay Communications Service at the following numbers:

Dial 7-1-1 to use Hamilton Relay in Louisiana or call one of the toll-free numbers below:
TTY: 800-846-5277, Voice: 800-947-5277, Speech-to-Speech: 888-272-5530
Spanish-to-Spanish: 800-737-1813 (includes Spanish to Spanish and translation from English to Spanish)
If you are traveling out of State or you are in a State that is not served by Hamilton Relay, you can place interstate calls by calling:
TTY: 800-833-5833 (toll-free) or Voice: 800-833-7833 (toll-free)
Customer Care: If you have suggestions, comments or concerns, please contact:
Louisiana Relay
P.O. Box 285
Aurora, NE 68818
Voice/TTY: 888-699-6869, Fax: 402-694-5110, Email: larelay@hamiltonrelay.com

An internal grievance procedure is available to resolve complaints. Questions, concerns, or requests for additional information regarding Section 504 and/or ADA should be forwarded to:

Section 504/ADA Coordinator

John P. Rome Jr., Assistant Superintendent of Operations, Physical Plant Services
Address: 13855 River Road, Luling, LA 70070
Phone Number: 985-785-3116
Days and Hours Available: Monday through Friday, 7:30 a.m. – 4:00 p.m.

Upon request, this notice and other materials may be made available in alternative formats (for example, large print or audio tape) from the Section 504/ADA Coordinator. The St. Charles Parish School Board will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public, but not accessible to persons with wheelchairs.

This notice is provided to students; parents, guardians, and other authorized legal representatives; applicants for admission and employment; employees; and unions or professional organizations that hold collective bargaining or professional agreements with the School Board. It is also published on the School Board's website and in applicable handbooks, catalogs, announcements, bulletins, and application materials.

St. Charles Parish Public Schools
Scott Cody, President
Dr. Ken Oertling, Superintendent
13855 River Road, Luling, LA 70070