AR-1312.3(a)

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION

Compliance Responsibility

The School Board designates the following individual as the district's compliance officer responsible for receiving and investigating complaints concerning unlawful discrimination in district programs and activities:

Superintendent of Schools
350 Bennett Street
P.O. Box 2319
Wrangell, AK 99929-2319
Phone: 907-874-2347

The compliance officer shall notify all parties involved when a complaint is filed, when a complaint meeting or hearing is scheduled, and when a decision or ruling is made. The compliance officer shall maintain a record of each complaint and when it was received, attempts to resolve the complaint, including a record of any hearings, and the district's written decision regarding the complaint. The compliance officer shall ensure that a final decision regarding any complaint of unlawful sex or race discrimination is reached within 60 days of receipt of the complaint.

Filing of Complaint

Any district resident may file a written complaint of alleged noncompliance with the district compliance officer. If a complainant is unable to put a complaint in writing due to conditions such as illiteracy or other handicaps, district staff shall assist him/her to file the complaint.

Investigation of Complaint

The compliance officer shall hold an investigative meeting within five days of receiving the complaint or attempting to mediate the complaint. This meeting shall provide an opportunity for the complainant and/or his/her representative and the district's representatives to present information relevant to the complaint. Parties to the dispute may discuss the complaint and question each other or each other's witnesses.

To ensure that all pertinent facts are made available, the compliance officer and the complainant may ask other individuals to attend this meeting and provide additional information.

Written Decision

Within 30 days of receiving the complaint, the compliance officer shall prepare and sent to the complainant a written report of the district's investigation and decision, including:

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION

1. The findings and disposition of the complaint, including corrective actions, if any.

2. The rationale for the above disposition.

3. Notice of the complainant's right to appeal the decision and procedures to be followed for initiating such an appeal.

Appeal to the Board

Within five days of receiving the district's written decision, the complainant may appeal the compliance officer's decision to the School Board. The Board shall consider the matter at its next regular meeting or at a special Board meeting convened in order to provide a Board hearing and written district decision within 60 days of the district's initial receipt of the complaint or within an extended time period that has been specified in a written agreement with the complainant.

State or Federal Appeal

If dissatisfied with the resolution of a complaint alleging unlawful sex or race discrimination, the complainant may file an appeal with the Commissioner of Education with 180 days of the alleged violation (4 AAC 06.560).

If dissatisfied with the resolution of a complaint regarding a Title I program, the complainant may request its review by the U.S. Secretary of Education. (34 Code of Federal Regulations, 200.74).

Adopted using AASB Sample Policy: February 19, 2018
Reviewed: May 15, 2023