1010 EQUAL OPPORTUNITY

It is the policy of Humboldt County School District to provide equal opportunity in its programs, practices, activities and employment regardless of race, color, creed, sex, religion, national or ethnic origin, disability, age, citizenship or other basis prohibited by law.

It is the policy of Humboldt County School District to maintain a learning and working environment that is free from unlawful discrimination, including sexual harassment, against any and all employees and students.

1015 EQUAL OPPORTUNITY IN EMPLOYMENT AND EDUCATION

The Humboldt County School District is committed to equal opportunity in employment and education. The District seeks to employ the individual who is best qualified for a particular position regardless of race, color, religion, national origin, sex, age, marital status, disability or the presence of any sensory, physical or mental handicap unless the disability disqualifies an applicant because of a bona fide position requirement. Equal employment opportunity is considered by the Humboldt County School District to include all aspects of employment--recruitment, selection, training, promotion, compensation, benefits, leave transfer, and termination. Similarly, the Humboldt County School District provides students access to its educational programs without regard to their race, religion, color, national origin, sex, age, marital and parental status or disability.

The Humboldt County School District will offer reasonable accommodations to qualified applicants and employees with a known disability except where such accommodation poses an undue hardship to the District. Any qualified applicant or employee with a disability who needs reasonable accommodations should notify the Superintendent's office.

Beyond this, the Humboldt County School District seeks to include both minorities and non-minorities, both men and women, in all categories and locations of its work force and in all of its educational programs, according to their qualifications and availability.

All members of the Humboldt County School District are expected to familiarize themselves with the District's policies regarding equal opportunity and to further the objectives of the programs.

The Humboldt County School District will continue to work cooperatively with appropriate federal and state agencies and community organizations.

(Adopted 4/12/94)

1020 COMPLAINT PROCEDURE

EQUAL OPPORTUNITY IN EMPLOYMENT AND EDUCATION

Any student or employee of the Humboldt County School District who believes he or she has been discriminated against, denied a benefit, or excluded from participation in any District education program or activity because of a handicapped condition, as guaranteed by Section 504 of the Handicap Rehabilitation Act of 1973; age, racial or religious bias as guaranteed by Title IX of the Civil Rights Act of 1964; disability as described by Title I of the American with Disabilities Act (ADA); or sexual discrimination as described by Title IV of the Educational Amendments of 1972; may file a written complaint with the appropriate District compliance officer as indicated on the Complaint Form. A compliance committee composed of three (3) persons designated by the Superintendent shall review the written complaint and hear evidence concerning the complaint, if necessary. A written decision shall be made by the committee within ten (10) days after receipt of the complaint or the close of the hearing, whichever last occurs, and mailed to the complainant by registered mail.

If the complainant is not satisfied with the decision, he or she may submit a written appeal to the Superintendent within ten (10) working days after receipt of the written decision indicating with particularity the nature of disagreement with the decision and his or her reasons underlying such agreement. The Superintendent or his/her designee shall consider the appeal within ten (10) working days after receipt of the appeal on the basis of a record presented before the committee and shall provide the complainant with a written decision by registered mail within twenty (20) days following receipt of the written appeal.

If the complainant is not satisfied with the decision of the Superintendent, he/she must, within ten (10) working days of receiving the decision, file a request with the appropriate compliance committee officer for a review by the Board of Trustees of the record previously presented at the hearing. The Board of Trustees shall review this record at their next regularly scheduled meeting. The decision of the Board of Trustees shall be in writing and delivered to the complainant by registered mail. The Board's decision shall be final.

Copies of the Complaint Form and The Disposition of Complaint Form are attached and, as such, are a part of this regulation.

Humboldt County School District

COMPLAINT FORM

This complaint is filed under:

( ) Section 504 - Rehabilitation Act 1973
( ) Title IX - Educational Amendments of 1972
( ) Title VI - Civil Rights Act of 1964
( ) Title I - Americans With Disabilities Act (ADA)

Name: _____ Date: _____
Complainant

Position: _____ Site Location _____

Description of Complaint: (Add additional pages if needed) _____

_____

_____

_____

_____

_____

_____

_____

_____

_____
Signature of Complainant

Return to Superintendent's Office

HUMBOLDT COUNTY SCHOOL DISTRICT

DISPOSITION OF COMPLAINT FORM

This complaint is filed under:

( ) Section 504 - Rehabilitation Act 1973
( ) Title IX - Educational Amendments of 1972
( ) Title VI - Civil Rights Act of 1964
( ) Title I - Americans With Disabilities Act (ADA)

TO: _____ Date: _____
Complainant

FROM: _____

Description of Complaint: _____

_____

_____

_____

_____

Supporting Evidence and Reasons: _____

_____

_____

_____

_____

_____
Signature of Superintendent

Appeal Must be Filed By: _____
Next Level of Appeal: _____