

Title IX Compliance Statement

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in any education program or activity, including in all areas of participation in the District's sports programs and the treatment of student athletes, including but not limited to, sports offerings, travel, uniforms, equipment, supplies, facilities, scheduling of games, spirit support and coaching assignments.

Spiro Public Schools is committed to the prevention and avoidance of gender discrimination in connection with all education programs and activities, including school sponsored sports. Coordination of Title IX compliance is the responsibility of the District's Title IX Coordinator:

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The duties of the Title IX Coordinator include investigation of complaints alleging non-compliance or prohibited actions by the District. Any student or parent with a complaint related to Title IX, including complaints based on gender, gender expression or identity, pregnancy or equality in girls and boys sports, should file a written complaint with the Title IX Coordinator using the District's grievance procedure, a copy of which is set forth below and included on the District's website at www.spiro.k12.ok.us.

Grievance Procedure for Filing, Processing and Resolving Complaints Alleging Discrimination, Harassment and Retaliation

SPIRO PUBLIC SCHOOLS

BOARD OF EDUCATION POLICY

Adopted: July 13, 2009

GRIEVANCE PROCEDURE

1. Definitions.

- a. A "grievance" shall mean a complaint by a School District employee: (1) that there has been as to him/her a violation or inequitable application of any of the provisions of the employment contract or (2) that he/she has been treated inequitably by reason of any act or condition which is contrary to established School District policy or practice governing or affecting employees; except that the term "grievance" shall not apply to any matter as to which the School District is without authority to act and shall not apply to employee evaluations.
- b. A "grievant" is the person or persons making the complaint.
- c. A "party-in-interest" is the person or persons making the complaint and any person who might be required to take action or against whom action might be taken in order to resolve the complaint.

d. The term "days" when used in this article shall, except where otherwise indicated, mean working school days; thus, weekend or vacation days are excluded.

2. Purpose. -- The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may from time to time arise, affecting the welfare or working conditions of teachers. Grievance proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

3. Procedures.

a. Any grievance must be filed within ten (10) days of the aggrieved act or it shall be deemed forever waived by the grievant.

b. Since it is important that a grievance be processed as rapidly as possible, the number of days indicated at each level should be considered a maximum, and every effort should be made to expedite the process.

c. In the event a grievance is filed on or after the closing of the school year, which, if left unresolved until the beginning of the following year, could result in irreparable harm to a party-in-interest, the parties agree to make a good faith effort to reduce the time limits set forth herein so that the grievance procedure may be exhausted as soon as is practicable.

d. Nothing herein contained will be construed as limiting the right of any teacher having a grievance to discuss the matter informally and confidentially with any appropriate member of the administration; provided the adjustment is not inconsistent with terms of this grievance procedure.

e. Level One - Oral Informal Discussion With Principal or Immediate Supervisor. A teacher with a grievance will first discuss it informally with his/her principal or where the teacher is not under the direct supervisor of a principal, with the teacher's immediate supervisor.

f. Level Two - Written Formal Grievance to Principal If the aggrieved party is not satisfied with the disposition of his/her grievance under Level One, he/she may file a written grievance with the principal within five (5) days of his/her informal conference under Level One. The Principal shall communicate his/her decision in writing to all parties-in-interest within five (5) days after receipt of the grievance.

g. Level Three - Superintendent

Within five (5) days of receipt of the decision rendered by the Principal, any party-in-interest may appeal the Principal's decision to the Superintendent. Within ten (10) days after receipt of the appeal, the Superintendent shall set the grievance for hearing and shall forward written notice of the time and place of the hearing to all parties-in-interest. Within fifteen (15) days of hearing the appeal, the Superintendent shall communicate his decision to all parties-in-interest. The decision shall include supporting reasons therefor and shall be final in all aspects.

h. Failure at any step of this procedure to communicate the decision in writing on a grievance within the specified time limits shall permit any party-in-interest to proceed to the

next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.

- i. Any aggrieved person may be represented at all stages of the grievance procedure by him/herself, or, at his/her option, by him/herself and a representative of his/her choosing.
- j. No reprisals of any kind will be taken by the Board of Education or by any member of the administration against any party-in-interest or any other party involved directly or indirectly in the grievance procedure.
- k. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the permanent central office files of the participants.
- l. Every effort will be made by all parties to avoid interruption of classroom activities and to avoid the involvement of students in all phases of the grievance procedure.
- m. All parties-in-interest are required to exhaust the grievance procedure set forth in this article before seeking alternate remedies including any legal proceedings of any nature.
- n. If any party-in-interest elects to pursue any legal or statutory remedy for any grievance, such election will bar any further or subsequent proceedings for relief under the provisions of this procedure.