

MARION-FLORENCE UNIFIED SCHOOL DISTRICT 408
Notification of ADA/Section 504/Title IX
Grievance Procedure

It is the policy of Marion-Florence Unified School District 408 not to discriminate on the basis of disability in employment, educational programs, or activities as required by Section 504 of Title V of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, and on the basis of sex as required by Title IX of the 1972 Education Amendments. As a student of Marion Unified School District 408 you are protected against discrimination in the following areas:

- Admission,
- Access to enrollment,
- Access to and use of school facilities,
- Counseling and guidance,
- Vocational education,
- Physical education,
- Competitive athletics,
- Student rules, regulations, and benefits,
- Health services, and
- School-sponsored extracurricular activities.

If you believe you have been discriminated against on the basis of disability or gender, you may make a claim that your rights have been denied. This claim or grievance may be filed with Lee Leiker, ADA/Section 504/Title IX Coordinator.

You will be asked to write down the actions, policies, or practices which you believe are discriminatory. You may obtain help from the ADA/Section 504/Title IX coordinator or anyone you believe is knowledgeable. Once you have filed your grievance, you will be asked to meet with those persons who would be involved in correcting the policies, practices, or programs that you believe are discriminatory. If there is agreement that you were discriminated against, corrective action will be taken to restore your rights. If there is not agreement, you may appeal the grievance to a person with higher authority.

You may also file a complaint of illegal discrimination with the Office for Civil Rights of the Department of Education, Washington, DC, at the same time you file the grievance, during or after the use of the grievance process, or without using the grievance process at all. If you file your complaint with the Office for Civil Rights, you must file it in writing no later than 180 days after the occurrence of the possible discrimination.

In preparing your grievance you should give thought to the following:

- The exact nature of the grievance - how you think you have been discriminated against, and any persons you believe may be responsible,
- The date, time, and place of the grievance,
- The names of witnesses or persons who have knowledge about the grievance,
- Any available written documentation or evidence that is relevant to the grievance,
- The actions that could be taken to correct the grievance.

If you wish to discuss your rights under the ADA/Section 504/Title IX, to obtain a copy of the full ADA/Section 504/Title IX grievance procedure, or to obtain help in filing a grievance, contact the ADA/Section 504/Title IX coordinator, or your designated ADA/Section/Title IX grievance representative.