

BRANDON VALLEY GRIEVANCE PROCEDURE REQUIRED BY TITLE IX
AND THE OFFICE FOR CIVIL RIGHTS GUIDELINES

The Brandon Valley School District does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the school's compliance with the regulations implementing Title VI, Title IX, The Americans with Disabilities Act (ADA) or Section 504 is directed to contact the following persons designated by the school to coordinate efforts to comply with the regulations regarding nondiscrimination:

ADA, Title VI, Title IX.....Superintendent
Section 504Special Services

If an individual has a complaint of possible discrimination, which has taken place in the Brandon Valley School District, the following procedure has been adopted by the School Board to resolve all complaints at the lowest possible levels.

Step 1: The Title IX Coordinator shall be responsible for explaining the entire grievance procedure to the complainant.

Step 2: The aggrieved person may file a written complaint containing information about the alleged discrimination, the time that it occurred, the person apparently responsible for the discrimination, and whether or not it is a continuing form of discrimination. This written complaint shall be filed within 30 calendar days of a specific incident of discrimination. The complaint shall be filed with the Office of Civil Rights Title IX Coordinator for the Brandon Valley School District.

Step 3: The coordinator shall attempt to conciliate the complaint with the immediate supervisor or other person apparently responsible for discrimination. This shall be written record or investigations, attempts at conciliation and the final disposition.

Step 4: If the complaint has not been resolved at Step 3, the aggrieved person may request a decision by the coordinator.

Step 5: If the attempt to conciliate has failed or the aggrieved person is not satisfied with the decision at Step 4, the aggrieved person may ask for a hearing with the Board of Education for a final disposition of the complaint.

REF.: Brandon Valley Student Handbook
DOE Regional Director, OCR, 1961 Stout Street, Denver, Colorado 80294

(ADOPTED: February 22, 1982)
(REVISED: February 13, 1989)
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