

**FILE: JB**

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

<b>DATE ADOPTED:</b>	<b>October 29, 1987</b>	<b>FILE SECTOR: STUDENTS</b>
<b>DATE REVISED:</b>	<b>September 17, 1992</b>	<b>POLICY TITLE: EQUAL EDUCATIONAL</b>
<b>DATE REVISED:</b>	<b>November 16, 1995</b>	<b>OPPORTUNITY</b>
<b>DATE REVISED:</b>	<b>July 17, 1997</b>	
<b>DATE REVISED:</b>	<b>March 21, 2002</b>	
<b>DATE REVISED:</b>	<b>July 21, 2005</b>	
<b>DATE REVISED:</b>	<b>January 17, 2008</b>	
<b>DATE REVISED:</b>	<b>September 18, 2014</b>	
<b>DATE REVISED:</b>	<b>September 28, 2020</b>	
<b>DATE REVISED:</b>	<b>September 23, 2024</b>	

Medford Area Public School District (MAPSD) is committed to equal educational opportunity for all students in the district.

It is MAPSD policy, pursuant to state and federal laws, that no person, on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender identity), or physical, mental, emotional, or learning disability, may be denied admission to any school in this district or be denied participation in, be denied the benefits of or be discriminated against in any co-curricular, student services, recreational or other programs.

Children of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent(s)/guardian(s)) residing in MAPSD shall have equal access to the same free, appropriate public education, including comparable services, as provided to other children and youth who reside in the district. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

MAPSD will identify and evaluate students suspected of having one or more disabilities, under Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), and the Individuals with Disabilities Education Act (IDEA). MAPSD shall provide eligible students with reasonable accommodations in educational services or programs.

The district shall provide for the reasonable accommodation of a student's religious beliefs with regard to examinations and other academic requirements. Requests for accommodations shall be made in writing and approved by the building administrator. Accommodations may include, but not limited to, exclusion from participation in an activity, alternative assignments, released time from school to participate in religious activities and opportunities to make up work missed due to religious observances. Any accommodations granted under this policy shall be provided to students without prejudicial effect.

## Compliance Officers

MAPSD designates the following individuals to serve as the District's compliance officers.

Joseph Greget  
Director of Special Education & Pupil Services  
715-748-2316 ext. 3324  
1065 W Broadway Ave  
Medford, WI 54451  
[gregejo@medford.k12.wi.us](mailto:gregejo@medford.k12.wi.us)

Elizabeth Rachu  
Director of Curriculum & Instruction  
715-748-4620 ext. 5525  
124 W State St  
Medford, WI 54451  
[rachuel@medford.k12.wi.us](mailto:rachuel@medford.k12.wi.us)

It shall be the responsibility of the compliance officer(s) or their designee to examine existing policies and develop new policies where needed to ensure that MAPSD does not discriminate pursuant to federal and state law. The compliance officer or their designee shall ensure that an employee is designated annually to receive complaints filed under state laws and/or regulations, Section 504 of the Rehabilitation Act of 1973 and the ADA. The compliance officer(s) shall ensure the adoption of a complaint procedure to resolve complaints alleging violation of these laws and assure that an evaluation of the district's compliance with state law is completed in accordance with state regulations.

## Notice of Nondiscrimination

Notice of the Board's nondiscrimination policy and the identity of the District's Compliance Officer(s) will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

<b>CROSS REFERENCE:</b>	<b>JB-R, JOB, &amp; Special Education Handbook</b>
<b>LEGAL REFERENCE:</b>	<b>Sec. 118.13, Wis. Stats, Department of Public Instruction (PI 9), PI41</b>
	<b>Wis. Admin. Code, Section 504 of the Rehabilitation Act of 1973, Title VI (Civil Rights Act of 1964), Americans with Disabilities Act of 1990 (ADA), Individuals with Disabilities Education Act (IDEA), Civil Rights Act of 1991, and McKinney-Vento Homeless Assistance Act</b>

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

<b>DATE ADOPTED:</b>	<b>October 29, 1987</b>	<b>FILE SECTOR: FOUNDATIONS AND BASIC</b>
<b>DATE REVISED:</b>	<b>September 17, 1992</b>	<b>COMMITMENT</b>
<b>DATE REVISED:</b>	<b>November 16, 1995</b>	<b>POLICY TITLE: EQUAL EDUCATIONAL</b>
<b>DATE REVISED:</b>	<b>July 17, 1997</b>	<b>OPPORTUNITY</b>
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**STUDENT DISCRIMINATION COMPLAINT PROCEDURES**

Any person who believes that MAPSD or any part of the school organization has inadequately applied the principles and/or regulations of Title VI, Section 504, the ADA or in some way discriminates on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, parental or marital status, sexual orientation, physical, learning, mental or emotional disability, may bring forward a complaint to the compliance officer at the district office, 124 W. State St. Medford, WI or contact them by telephone: 715-748-4620. If the complainant is uncomfortable with the compliance officer acting in the role, or if the compliance officer is allegedly involved as a party to or the focus of the complaint, the complainant may present the complaint to the district administrator or their designee.

An individual may file a complaint in writing or orally with a compliance officer, or the district administrator. Formal complaints shall be referred to the compliance officer for investigation unless the complaint relates to the compliance officer. If the complaint relates to a compliance officer, the district administrator may designate another compliance officer, or another individual to investigate the matter.

Investigations shall be completed by a compliance officer or another designee, without undue delay, typically within thirty (30) business days. However, more time may be necessary for some investigations. The investigator shall keep the complainant and compliance officer reasonably informed of the status of the investigation and the anticipated completion date.

After completing the investigation, the investigator(s) shall prepare and deliver a written report to the compliance officer and the district administrator. If the complaint relates to the district administrator, the report shall be delivered to the board president or Board of Education designee. The written report shall summarize the evidence gathered and provide recommendations on whether a preponderance of the evidence supports a finding that discrimination/retaliation occurred.

Within five (5) business days of receiving the report, the district administrator shall issue a written decision substantiating the complaint, dismissing the complaint, or requesting further investigation. If the complaint is substantiated, the district administrator shall direct corrective action to address the discrimination/retaliation. If further investigation is requested, the district administrator shall

indicate what additional information must be gathered. Once the additional information is gathered, the district administrator shall issue a decision as described above.

### **COMPLAINT PROCEDURE - SPECIAL EDUCATION**

Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a student with disabilities shall be processed in accordance with established appeal procedures outlined in the district's special education handbook.

### **COMPLAINT PROCEDURE - FEDERAL PROGRAMS**

Discrimination complaints related to programs specifically governed by federal law or regulation shall be referred directly to the State Superintendent of Public Instruction.

### **MAINTENANCE OF COMPLAINT RECORDS**

The district administrator shall keep records of all formal and informal complaints for the purpose of documenting compliance and past practices. The records shall include information on all levels of the complaint and any appeals. The records shall include:

- Name of the complainant and their title or status.
- Date the complaint was filed.
- Specific allegation made and any corrective action requested by the complainant.
- Name(s) of the respondents.
- Levels of processing followed, and the resolution, date, and decision-making authority at each level.
- Summary of facts and evidence presented by each party involved.
- Statement of the final resolution and the nature and date(s) of any corrective or remedial action taken.

### **DISSEMINATION OF DISCRIMINATION COMPLAINT PROCEDURES**

The adopted discrimination grievance procedures shall be disseminated to students, parent(s)/guardian(s), employees and others to inform them about the proper process of making a complaint. The information shall be published in student/parent/staff handbooks and news articles before the start of school, and other appropriate places and times.