SULLIVAN SCHOOL DISTRICT POLICY

POLICY ACE: PROCEDURAL SAFEGUARDS: NON-DISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY

The District provides the following Notice of Procedural Safeguards as required by 34 C.F.R. Sections 104.22(f) and 104.36 of the Regulations implementing Section 504 of The Rehabilitation Act of 1973, 20 USC 794.

Procedural Safeguards

Sullivan resident students will be afforded procedural safeguards relative to non-discrimination on the basis of disability under the terms, conditions, and policies of the school district which they attend. All questions relative to such procedural safeguards should be directed to the appropriate employee of the school district that Sullivan resident students attend.

As required by 34 C.F.R. Section 104.36, parents/guardians of a student who needs or is believed to need special instruction or related services have the right, with respect to any action regarding identification, evaluation, and placement to:

1. Receive notice of referral/identification, evaluation, and placement process, with appropriate consent forms, when required.
2. Examine all relevant records.
3. An impartial hearing with respect to any actions regarding identification, evaluation, or placement of persons who need or are believed to need special education and related services, with the opportunity for participation by the parent/guardian and representation of counsel.
4. A process for reviewing complaints raised under these Procedural Safeguards. Such review process need not be formal.

The District's Superintendent is hereby designated as the District's Section 504 Coordinator, charged with coordinating efforts to comply with Section 504 and the ADA. The Superintendent may be reached at PO Box H Keene, NH 03431 or kcaronsullivan@gmail.com. The Superintendent or his/her designee is authorized to establish and/or amend procedures necessary to comply with these laws and regulations, and this policy.

Grievance Procedure.

1. Sullivan residents may contact the Superintendent of the Sullivan School District to discuss concerns relative to procedural safeguards and school district policy.
2. If the issue is not resolved after the informal resolution process, the complainant may request that the Board places this matter on its agenda. This request will be made through the Superintendent. If the Board schedules the matter for a hearing, the complainant may be represented by any person the complainant chooses, including legal counsel. The complainant may present information through documents and other evidence and witnesses and may examine witnesses presented by the School District.
3. Within ten (10) working days of either of the above options, a written record should be made of the decision. Both parties will receive a copy of the written record. The Superintendent will keep a copy on file.

Complaints may also be filed with the Office for Civil Rights, US Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921, Telephone: (617) 289-0111, OCR.Boston@ed.gov.

Legal Reference: 20 USC 794, Section 504 of the Rehabilitation Act of 1973

First Reading: 10/9/2024
Second Reading: 11/13/2024
Adopted: 11/13/2024