



# RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street

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Spring Green, Wisconsin 53588

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Phone: 608-588-2551

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411-Rule

## **Student Nondiscrimination Complaint Procedures**

Informal resolution of any complaint regarding the interpretation or application of the district's student nondiscrimination policy, where appropriate, is desired. However, if resolution cannot be reached in a reasonable period of time, the following formal complaint procedure will be followed:

1. The River Valley School District does not discriminate on the basis of gender, race, color, national origin, ancestry, religion, sex, age, creed, pregnancy, marital or parental status, sexual orientation or disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following people have been designated to handle inquiries regarding non-discrimination policies: Brian Krey, Business Manager, 660 W. Daley, Street, Spring Green, WI 53588, 608-588-2551, bkrey@rvschools.org and Lisa Kjos, Pupil Services Director, 660 Varsity Blvd., Spring Green, WI 53588, 608-588-2554, lkjos@rvschools.org. Any student, parent, or resident of the district complaining of discrimination against a student as described in Policy #411 shall report the complaint in writing to the principal.
2. If the complaint is against a building principal/ABC, the complaint shall be reported in writing directly to the District Administrator who shall assign the investigation to a different building principal for initial investigation and other action as provided in paragraph 4.
3. If the complaint is against the District Administrator, the complaint shall be reported in writing directly to the Board which shall assign the investigation to a person of its choosing who shall report his or her findings to the Board, which shall determine the action, if any, to be taken, and report in writing to the complainant.
4. The principal, upon receiving such a written complaint, shall immediately undertake an investigation of the suspected infraction. The principal will review with other appropriate persons, the facts comprising the alleged discrimination. Within 15 business days after receiving the complaint, the principal shall determine the action to be taken, if any, and report in writing the findings and the resolution of the case to the complainant.
5. If the complainant is not satisfied with the building principal's decision, he/she may appeal with the decision in writing to the District Administrator. Within 15 business days, the District Administrator will review the case and make a written decision regarding the case. Copies of the written decision shall be mailed or delivered to the complainant and the building principal.
6. If the complainant is dissatisfied with the decision of the District Administrator, he/she may appeal the decision in writing to the Board. The Board shall hear the appeal at its next regular meeting, or a special meeting may be called for the purpose of hearing the appeal. The Board shall make its decision in writing within 15 days after the hearing. Copies of the written decision shall be mailed or delivered to the complainant, the Principal and the District Administrator.

7. If the complainant is dissatisfied with the Board's decision, he/she may within 30 days appeal the decision in writing to the State Superintendent of Public Instruction.
8. Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a child with a disability shall be processed in accordance with established appeal procedures outlined in the district's Special Education Handbook.
9. Discrimination complaints based on federal discrimination laws may be referred directly to the Office of Civil Rights or appealed to such agency.

Records of all complaints and their resolution shall be maintained in the District Office.  
Copies of these complaint procedures shall be included in staff and student handbooks.

LEGAL REF.: Section 118.13 Wisconsin Statutes  
PI 9, Wisconsin Administrative Code Title IX, Education Amendments of 1972 Title VI,  
Civil Rights Act of 1964 Section 504, Rehabilitation Act of 1973 Americans with  
Disabilities Act of 1990  
Individuals with Disabilities Education Act Civil Rights Act of 1991

CROSS REF.: Special Education Handbook

APPROVED: July 13, 1989  
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