

BRAINTREE PUBLIC SCHOOLS NONDISCRIMINATION POLICY

The Braintree Public Schools does not discriminate on the basis of race, color, sex, religion, national origin, sexual orientation or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, in its hiring or employment practices or in any aspect of its operations.

This notice is provided as required by Title VI of the Civil Rights Act of 1974, Title IX of the Education Amendments of 1972, Title II of the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, and Chapter 76, Section 5 of the Massachusetts General Laws. Questions, complaints, or requests for additional information regarding nondiscrimination and applicable laws may be directed to the following Civil Rights Compliance Coordinator (ADA, Title IX, Section 504):

Dr. Susan Dukess 781-380-0130 ext. 107 (v)
781-380-0162 (tty)

Copies of this notice, as well as grievance procedures, are available, upon request, in alternate formats.

GRIEVANCE PROCEDURE

This grievance procedure may be used by anyone who wishes to file a complaint alleging discrimination on the basis of race, color, sex, religion, national origin, sexual orientation or disability in employment practices and policies or the provision of services, activities, programs, or benefits by the Braintree Public Schools.

Step I

Complaints alleging discrimination shall be made in writing to the Civil Rights Compliance Coordinator, or shall be referred to the coordinator if received by other persons within the institution.

Dr. Susan Dukess
348 Pond Street
Braintree, MA 02184
PHONE # 781-380-0130- ext. 107
TTY# 781-380-0162
FAX# 781-380-0146
E-MAIL# susan_dukess@braintreeschools.org

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal

interviews or a tape recording of the complaint, will be made available upon request for persons with disabilities.

The complaint shall be made as soon as possible after the action complained of occurs but in no case later than 10 working days after such occurrence. The time for bringing a complaint can be waived for good cause as determined by the compliance coordinator.

The compliance coordinator shall investigate the complaint to determine its validity and, in appropriate cases, suggest a resolution. A written statement of the determination and the suggested resolution, if any, shall be sent to the complainant within 15 working days of receipt of the complaint. When appropriate the response shall be supplied in a format accessible to the complainant, such as large print, Braille, or audiotape.

The compliance coordinator shall maintain all records related to the complaint.

Step II

If the complainant is not satisfied with the decision of the compliance coordinator, a written appeal stating why the decision is incorrect may be made to the Superintendent of Schools within 10 working days of the receipt of the determination statement from the compliance coordinator. The Superintendent of Schools shall review the determination of the compliance coordinator and send a written decision to the complainant within a reasonable time, not to exceed 30 working days from the date of receipt. When appropriate the decision shall be supplied in a format accessible to the complainant, such as large print, Braille, or audiotape.

The decision of the Superintendent of Schools shall be final.