

GRIEVANCE PROCEDURE FOR TITLE VI AND TITLE IX

Students, parents of students or employees of the Maquoketa Valley Community School District shall have the right to file a formal complaint alleging non-compliance with regulations outlined in Title VI of the 1964 Civil Rights Act and Title IX of the Education Amendments of 1972.

Level One - Delhi Elementary Principal Employees with a grievance of discrimination on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment) marital status, sexual orientation, gender identity, and socioeconomic status in its education programs and its employment practices may first discuss it with the Level I Investigator with the object of resolving the matter informally. A student or parent with a complaint of discrimination on the basis of sex, race, national origin or disability may discuss it with their teacher, counselor or the building administrator involved.

Level Two – High School Principal If the grievance is not resolved informally (Level One) and the grievants wish to pursue the grievance, they may formalize it by filing a complaint in writing on a Compliance Violation Form, which may be obtained from the Coordinator of School Improvement. The complaint shall state the nature of the grievance and the remedy requested. The filing of the formal, written complaint at Level Two must be within fifteen (15) working days from date of the event giving rise to the grievance or from the date the grievants could reasonably become aware of such occurrence. The grievants may request that a meeting concerning the complaint be held with the Coordinator of School Improvement. A minor student may be accompanied at the meeting by a parent or guardian. The Coordinator of School Improvement shall investigate the complaint and attempt to resolve it. A written report from the Coordinator of School Improvement regarding action taken will be sent within fifteen (15) working days after receipts of the complaint.

Level Three - Superintendent If the complaint is not resolved at Level Two, the grievants may process it at Level Three by presenting a written appeal to the Superintendent within ten (10) working days after the grievants receive the report from the Coordinator of School Improvement. The grievants may request a meeting with the Superintendent or his/her designee. The Superintendent or his/her designee has the option of meeting the grievant to discuss the appeal. A decision will be rendered by the Superintendent or his/her designee within ten (10) working days after receipt of the written appeal.

This procedure in no way denies the right of the grievants to file formal complaints with the Iowa Civil Rights Commission, the federal office of Civil Rights or other agencies available for mediation or rectification of civil rights grievances or to seek private counsel for complaints alleging discrimination.

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