

## **402 DISABILITY NONDISCRIMINATION POLICY**

### **I. PURPOSE**

The purpose of this policy is to provide a fair employment setting for all persons and to comply with state and federal law.

### **II. GENERAL STATEMENT OF POLICY**

- A. The school district shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.
- B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. The school district shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact s Chip Rankin, Superintendent, 25122 State Highway 28, Glenwood, MN 56334, 320-239-4820 Option 6, crankin@isd2149.org. This individual is the school district's appointed ADA/Section 504 coordinator.

### **III. GRIEVANCE PROCEDURE FOR NON-DISCRIMINATION POLICY**

- A. Any person who has a complaint alleging that the school district is not complying with this policy or alleging any actions prohibited by this policy shall present the complaint in writing along with the reasons for such complaint to the person designated to handle complaints.

B. The person designated to handle complaints shall investigate the complaint and determine whether the school district is, in fact, in violation of state or federal law prohibiting discrimination. A decision shall be made by the designated official and such decision shall be communicated to the complainant within 15 days of the initial reception of the complaint.

C. If the designated official finds that the complaint is justified, he or she shall initiate action to rectify the complaint.

D. If the designated official finds that the complaint is justified, he or she shall initiate action to notify the complainant in written communication.

E. If the complainant is not satisfied with the findings of the designated official, an appeal may be made to the Board of Education. The appeal must be requested in a written communication to the Superintendent of Schools no later than 15 days after receipt of the written decision of the designated official.

F. A hearing before the Board of Education shall occur no later than 30 days after receipt of a written request for such hearing. The complainant may testify and may request that other testify in the complainant's behalf. The designated official will present the findings of the investigating called for in Step B. The Board shall reach a decision and notify the complainant of its findings no later than 15 days after the hearing.

G. If the complainant is not satisfied with the decision of the Board, appeal may be made to one of the following offices:

Director of the Office for Civil Rights  
300 South Wacker Dr.  
Chicago, IL 60606

Commissioner of Human Rights  
200 Capitol Square Bldg.  
St. Paul, MN 55101

Equal Employment Opportunity Commission (EEOC)  
Regional Office  
342 North Water Street  
Milwaukee, WI 53202

For more information on discipline policies, please refer to the student handbook.

**504 Coordinator:** Nate Meissner, MAHS Principal  
Office Address: 25122 State Highway 28, Glenwood MN 56334  
Office Phone Number: 320-239-4820 ext. 1218  
Email Address: [nemeissner@isd2149.org](mailto:nemeissner@isd2149.org)

**Alternate 504 Coordinator:** Chip Rankin, MAS Superintendent  
Office Phone Number: 320-239-4820 ext. 1470  
Email Address: [crankin@isd2149.org](mailto:crankin@isd2149.org)

**Title IX Coordinator:** Phil Johnsrud  
Office Address: 25122 State Highway 28, Glenwood MN 56334  
Office Phone Number: 320-239-4820 ext. 1521  
Email Address: [pjohnsru@isd2149.org](mailto:pjohnsru@isd2149.org)

**Alternate Title IX Coordinator:** Chip Rankin, MAS Superintendent  
Office Phone Number: 320-239-4820 ext. 1470  
Email Address: [crankin@isd2149.org](mailto:crankin@isd2149.org)

**Legal References:** Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
29 U.S.C. § 794 *et seq.* (Section 504 of the Rehabilitation Act of 1973)  
42 U.S.C. § 12101 (Americans with Disabilities Act)  
29 C.F.R. Part 32  
34 C.F.R. Part 104

**Cross References:** MSBA/MASA Model Policy 413 (Harassment and Violence)  
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)