

Policy Title: Access	Revised Date 8/10/04
	Policy Number 810

The Blaine County School District does not discriminate on the basis of disability in the admission to, access to, or operation of its programs, services, or activities. Nor does it discriminate on the basis of disability in its hiring or employment practices.

Prior to arrival at a school, individuals who need accessible communication or other accommodations in order to participate in programs and services of the Blaine County School District are invited to make their needs and preferences known in order to accommodate any special needs requirements. This notice is available in large print and on audiotape from the School District Office. All questions, concerns, complaints, or requests for additional information regarding the ADA should be forwarded to the District's designated compliance coordinator.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990.

GRIEVANCE PROCEDURE

The following grievance procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, and benefits by the Blaine County School District.

The complaint must 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. Reasonable accommodations, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities who are unable to submit a complaint. Individuals or classes of individuals who believe they have been subjected to discrimination on the basis of disability have three avenues for obtaining redress:

- *file a grievance with the public entity's ADA coordinator
- *file a complaint with a federal agency
- *file a law suit

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However, it is strongly recommended that the complainant utilize the Blaine County School District's internal grievance procedures to resolve the complaint. The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to the ADA Compliance Coordinator, identified as the Blaine County School District Human Resource Director, located at:

118 W. Bullion St.
Hailey, Idaho 83333
(208) 578-5000

Within 15 days after the receipt of the complaint, the compliance coordinator will meet with the complainant to discuss the complaint and possible solutions. Within 15 calendar days after the meeting, the compliance coordinator will respond in writing, and, where appropriate, in a format accessible to the complainant, such as audiotape, large print, etc. The response will explain the position of the Blaine County School District and offer options for substantive resolution of the complaint.

Within 15 calendar days after receipt of the appeal, the Board of Trustees or their designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Board of Trustees or their designee will respond in writing, and, where appropriate, in a format accessible to the complainant, such as audiotape.

BLAINE COUNTY SCHOOL DISTRICT #61

CIVIL RIGHTS COMPLAINT FORM

Date/Place (Street Address) discriminatory act took place: _____

Name and Title of employee involved: _____

Names, Addresses and Telephone Numbers of Witnesses:

Reason for the Alleged Discrimination:

_____ Age _____ Color _____ Handicap _____ Nat'l Origin

_____ Race _____ Sex _____ Religious Creed

Please describe what happened: _____

What action can the District take to correct the problem? _____

Name, Address and Telephone Number of Person Lodging Complaint:

SIGNATURE

DATE