

## **STATEMENT OF NONDISCRIMINATION, DESIGNATED COORDINATORS, GRIEVANCE PROCEDURES**

### **TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 TITLE IX OF THE EDUCATION AMENDMENT ACT OF 1972 TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990 SECTION 504 OF THE REHABILITATION ACT OF 1973 AGE DISCRIMINATION ACT OF 1975**

In compliance with Title VI of the Civil Rights Act of 1964, 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, the Age Discrimination Act of 1975, and the State of Michigan's Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Midland Public Schools that no person on the basis of race, color, religion, national origin or ancestry, age, sex, height, weight, marital status, or disability shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in employment or in any program or activity for which the Board is responsible or for which it receives financial assistance from the United States Department of Education.

#### **Section I—Designated Coordinators**

Any person believing that the Midland Public Schools or any part of the school organization has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) Section 504 of the Rehabilitation Act of 1973, (4) Title II of the Americans with Disabilities Act of 1990, and (5) Age Discrimination Act of 1975, may bring forward a complaint, which shall be referred to as a grievance, to the local Civil Rights Coordinators as listed below at the following address:

Midland Public Schools 600 E. Carpenter Street Midland, MI 48640

Section 504 Coordinator – Associate Superintendent, Kara Stark, 989-923-5018

Title II Coordinator and Title VI -Director of Human Resources, Cynthia Marchese, 989-923-5016

Title IX and Age Coordinator – Director of Human Resources, Cynthia Marchese, 989-923-5016

#### **Section II—Grievance Procedures**

The person who believes a valid basis for grievance exists shall discuss the grievance informally and on a verbal basis with the appropriate district Civil Rights Coordinator who shall, in turn, investigate the complaint and reply with an answer to the complainant within five (5) business days. The complainant may initiate formal procedures according to the following steps:

##### **Step 1**

A written statement of the grievance signed by the complainant shall be submitted to the appropriate district Civil Rights Coordinator within five (5) business days of receipt of answers to the informal complaint. The coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) days.

##### **Step 2**

A complainant wishing to appeal the decision of the district Civil Rights Coordinator may submit a signed statement of appeal to the Superintendent of Schools within five (5) business days after receipt of the Coordinator's response. The Superintendent shall meet with all parties involved, formulate a conclusion and respond in writing within ten (10) business days.

##### **Step 3**

If unsatisfied, the complainant may appeal through a signed, written statement to the Board of Education within five (5) business days of receiving the Superintendent's response in Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representatives within forty (40) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of this meeting.

##### **Step 4**

Inquiries concerning the nondiscriminatory policy may be directed to Director, Office of Civil Rights, Department of Education, Washington, D.C. 20202. The district Coordinator, on request, will provide a copy of the district's grievance procedure and investigate all complaints in accordance with this procedure. A copy of each of the acts and the regulations on which this notice is based may be found in the office of the district's Civil Rights Coordinator.

### **Gender Documentation & Name Change Requests**

MPS seeks to support students and parents in the process of changing the students preferred name on documentation that circulates around school and on attendance rosters. The District is required to maintain a mandatory permanent pupil record (“official record”) that includes a student’s legal name and legal gender. However, as stated above, the District is not required to use a student’s legal name and gender on other school records or documents. The District will also change a student’s official record to reflect a change in legal name or legal gender upon receipt of documentation that such change has been made pursuant to a court order. MPS is committed to creating a diverse, equitable, and inclusive culture in our schools and maintains a commitment to supporting transgender and gender nonconforming youth. To request a “preferred name change” please contact your building principal. Students over the age of 18 may initiate this process on their own, but parent consent will be required for minors. The building administrator will support a minor student by facilitating the parent meeting and discussion upon request.