

## M.S.D. OF SHAKAMAK

### NON-DISCRIMINATION POLICY

It is the stated policy of the M.S.D. of Shakamak not to discriminate on the basis of race, color, religion, sex, handicaps, or national origin, including limited English proficiency.

This non-discrimination policy applies to students' access to courses and programs, to physical education and athletics, to counseling and guidance, to vocational education programs, to financial assistance, to extracurricular activities and to other matters related to students.

A Compliance Officer (s) has been appointed for the M.S.D. of Shakamak. It is his/her responsibility to see that both the letter and the intent of this non-discrimination policy are followed.

Inquires, informal or formal complaints, should be addressed to:

Title IX Coordinator (gender)  
Mr. Dennis Moody, Principal  
Shakamak Jr.-Sr. High School  
9233 Shakamak School Road  
Jasonville, Indiana 47438  
812) 665-3550

Nondiscrimination and Access to  
Equal Educational Opportunity  
Mr. Jeff Gambill, Principal  
Shakamak Elementary  
9233 Shakamak School Road  
Jasonville, IN 47438

Section 504 Coordinator (handicapped)  
Mr. Jeff Gambill  
Shakamak Elementary  
9233 Shakamak School Road  
Jasonville, Indiana 47438  
(812) 665-3550

Anti-Harassment Coordinator  
Mr. Dennis Moody  
Shakamak Jr.-Sr. High School  
9233 Shakamak School Road  
Jasonville, IN 47438

Americans with Disabilities Coordinator  
Mr. Mike Mogan, Superintendent  
M.S.D. of Shakamak  
9233 Shakamak School Road  
Jasonville, Indiana 47438  
(812) 665-3550

Limited English Proficiency Coordinator  
Mr. Mike Mogan, Superintendent  
M.S.D. of Shakamak  
9233 Shakamak School Road  
Jasonville, IN 47438  
(812)-665-3550

M.S.D. OF SHAKAMAK  
NON-DISCRIMINATION GRIEVANCE PROCEDURE

I. THE PROCESS:

A. Level One

1. The officer, employee, student, or patron alleging a violation shall submit the initial complaint in writing to the appropriate compliance coordinator described above (building level or corporation level). The complaint shall stipulate the specific act or omission, the date of same, and parties involved.
2. The compliance coordinator shall initiate investigation of the circumstances of the complaint within seven (7) calendar days of the receipt of the written complaint.
3. The compliance coordinator shall render a decision within fourteen (14) calendar days of the receipt of the written complaint. The decision shall be in writing to the complainant.
4. The complainant shall have seven (7) calendar days to react to the decision before it becomes final. If the complainant disagrees with the decision of the compliance coordinator and submits such a statement in writing to the compliance officer, a level two procedure shall be enacted.

B. Level Two

1. The compliance coordinator shall submit the written disagreement statement and all related information to the superintendent within three (3) calendar days of receipt.
2. The superintendent shall review all materials and schedule a meeting within seven (7) calendar days of receipt of the written disagreement and all related information. The participants shall be the complainant, the compliance coordinator, and the superintendent. Other witnesses may be called with mutual prior notice of three (3) calendar days.
3. The superintendent shall make a decision within seven (7) calendar days of the final meeting of parties. This decision shall be final.

NOTE: By mutual agreement, circumstances of calendar availability may result in extension of stipulated time allowances if a request is made in writing by either party and so agreed to by the parties.

If the alleged violation, interpretation or application is of a corporate nature such as a written rule, regulation, or policy, then Level Two is initiated immediately.

