

**TITLE IX, SECTION 504, AND TITLE II OF THE AMERICANS WITH DISABILITIES
ACT OF 1990 GRIEVANCE PROCEDURES**

Spartanburg County School District Two recognizes that in accordance with Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, a procedure is required whereby parents, employees, and students can be assured of a prompt and fair disposition of their grievances.

These complaint procedures will be placed on the bulletin boards of schools, in student handbooks, which will be distributed to students and parents, and certified personnel handbooks.

A grievance as defined herein is a written complaint, registered by identifiable individuals, involving an alleged violation of the Federal laws or regulations governing Title IX, Section 504, and Title II by the local educational agency.

The right to file a complaint shall be afforded to any parent, employee, and/or student, and the general public and shall begin with a written statement by said parent, employee, and/or student alleging a violation of the Federal law or include, as a minimum, the following information.

- a. the name and address of the party or parties alleging the violation , and
- b. a description of the alleged violation of the Federal law or regulation by the local educational agency.

Persons who desire to register complaints relative to Title IX of the Educational Amendments of 1972 should direct these complaints or other inquires to the Title IX Coordinator at the District Office, Spartanburg County School District Two, Administration Building, 4606 Parris Bridge Road, Boiling Springs, SC 29316. Telephone - 578-0128

Persons who desire to register complaints relative to Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990 should direct these inquires to the Section 504 Coordinator or the ADA Coordinator at the District Office, Spartanburg County School District Two, Administration Building, 4606 Parris Bridge Road, Boiling Springs, SC 29316. Telephone - 578-0128.

Upon receipt of a complaint, Spartanburg County School District Two shall adhere to the following procedures:

1. The principal shall investigate the alleged violation within fifteen (15) days from the date it is received and shall render a written resolution of the complaint within thirty (30) days.
2. The principal shall provide an opportunity for the complainant or the complainant's representative, or both, to present evidence, including an opportunity to question the parties involved.
3. Upon receipt of the principal's resolution to the complaint, the party or parties alleging the violation have the right to appeal this decision to the Superintendent within thirty (30) days. The superintendent will render a final decision within thirty (30) days from the date the appeal is received.