

The Okefenokee RESA does not discriminate on the basis of race, color or national origin, sex or disability in any student program. It is the policy of the Okefenokee RESA Board of Control to comply fully with the requirements of Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act and all accompanying regulations.

Any student, parent or other person who believes he or she or any student has been discriminated against or harassed in violation of this policy must make a complaint in accordance with the procedures outlined below.

COMPLAINTS PROCEDURE

Complaints made to the Executive Director regarding alleged discrimination or harassment on the basis of race, color or national origin in violation of Title VI, on the basis of sex in violation of Title IX or on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973 or the Americans With Disabilities Act will be processed in accordance with the following procedure:

1.
 - a. Any student, employee, parent or other person with a complaint or report alleging a violation as described above shall promptly notify, in writing or orally, either the Executive Director of RESA, or the principal for his/her school or the appropriate coordinator designated from time to time by the Board of Control. If the complaint is oral, either the Executive Director or school principal to whom the complaint is made shall promptly prepare a memorandum or written statement of the complaint as made to him or her by the complainant and shall have the complainant read and sign the memorandum or statement if it accurately reflects the complaint made. If the complaint is made to a school principal, he or she shall be responsible for notifying the appropriate Executive Director of the complaint.
 - b. Any person with a complaint or report alleging sexual harassment as defined in Policy JCAC (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sexual harassment), may report, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator on the District's website, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator. Such reports will be handled in accordance with the procedures and grievance process specified in Policy JCAC.

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2. If the alleged offending individual is the principal, the complaint shall either be made by the complainant to the Executive Director or, if the complaint is initially made to the school principal, reported by the principal to the Executive Director. If the alleged offending individual is the Executive Director, the complaint shall be made to the designated coordinator, who shall, without further investigation, report the complaint to the Board of Control chairperson.
3. The coordinator or his or her designee shall have fifteen work days to gather all information relevant to the complaint made, review the information, determine the facts relating to the complaint, review the action requested by the complainant, and attempt to resolve the complaint with the complainant and any other persons involved. The coordinator or designee shall prepare a written response to the complaint detailing any action to be taken in response to the complaint and the time frame in which such action will be taken and copies of this response shall be furnished to the complainant, the appropriate coordinator and the principal or his or her designee.
4. If the complaint is not resolved at the conclusion of this fifteen-day period or if the complainant is not satisfied with the resolution of the complaint, the complainant shall have the right, within five work days of receiving a copy of the written response, to have the complaint referred to the Executive Director. If the alleged offending individual is the Executive Director, the complainant may have the complaint referred to the Board of Control, rather than the Executive Director.
5. The Executive Director shall have fifteen work days to review the complaint and the response of the coordinator or designee and attempt to resolve the complaint. The Executive Director shall furnish to the complainant a written response setting forth either his or her approval of the action recommended by the coordinator or designee or the action to be taken by the Board of Control in response to the complaint in lieu of that recommended by the coordinator or designee and the time frame in which such action shall be taken.
6. This policy is not intended to deprive any student or parent of any right they may have to file a complaint under any other applicable policy of the local board or to contact the Office of Civil Rights or other appropriate state or federal agency with regard to any allegations that the School District has violated the statutes described above.
7. The Executive Director and/or designee shall be responsible for distributing and disseminating information relevant to this policy and procedure to students, parents and employees through appropriate procedures.

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8. No reprisal shall occur as a result of reporting unlawful discrimination or harassment under this policy, and any attempt to retaliate against a complainant shall be disciplined as is appropriate.
9. The confidentiality of any individual making a complaint or report in accordance with this policy, to the extent it is reasonably possible and complies with the law, shall be protected, although the discovery of the truth and the elimination of unlawful harassment shall be the overriding consideration.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Note: The State of Georgia has moved the Georgia Code. This new environment no longer allows us to link directly to the Georgia Code. For example enter 20-02-0211 in the search window and the Georgia Code will appear.

State Reference	Description
O.C.G.A 20-02-0131	<u>Objectives and purposes of QBE program</u>
O.C.G.A 20-02-0133	<u>Free public instruction; exceptions; eligibility; transfer and utilization; funding</u>
O.C.G.A 45-01-004	<u>Complaints or information from public employees as to fraud, waste, and abuse in state programs and operations</u>
Federal Reference	Description
20 USC 1400	<u>Individuals with Disabilities Education Act of 2004</u>
20 USC 1412	<u>State eligibility</u>
20 USC 1681	<u>Title IX of the Education Amendments of 1972</u>
20 USC 1701	<u>Equal Educational Opportunities Act of 1974</u>
20 USC 1703	<u>Denial of equal educational opportunity prohibited</u>
28 CFR 35.136	<u>Service animals</u>
29 CFR 1691.5	<u>Agency processing of complaints of employment discrimination - ADA</u>
29 USC 705	<u>Rehabilitation Act of 1972</u>
29 USC 794	<u>Nondiscrimination under Federal grants and programs</u>
34 CFR 100.7(c)	<u>Title VI - Conduct of investigations</u>
34 CFR 104.7	<u>Section 504 – Designation of responsible employee and adoption of</u>
34 CFR 106.8	<u>Title IX – Designation of responsible employee and adoption of grievance</u>
42 USC 200d	<u>1964 Civil Rights Act</u>

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