

MONROE COUNTY STUDENT/EMPLOYEE GRIEVANCE

Federal Education Amendments of 1972
Title IX - Part 86.8 (b) - Grievance Procedure

WHEREAS, the Board of Education of the County of Monroe, Union, West Virginia in compliance with the rules and regulations pertaining to nondiscrimination on the basis of sex under federally assisted education program and activities, has established this procedure whereby a complaint related to the violation, interpretation or application of Title IX Rules and Regulations may be quickly and smoothly resolved, and

WHEREAS, students and employees of Monroe County Schools are eligible to participate in this grievance procedure, and

WHEREAS, the resolution of real or alleged violations shall be motivated toward a solution that is satisfactory to the student, the employee, the administration, and the board of education;

NOW THEREFORE BE IT RESOLVED, that the following grievance procedures be adopted for students and employees by the Board of Education of the County of Monroe.

ARTICLE I. Definitions

- 1.1 Grievance: an issue that reaches Level One Procedure
This issue involves the violation, interpretation or application of any article of Part 86, Rules and Regulations, Title IX, Federal Educational Amendments of 1972
- 1.2 Student: any person enrolled as a student in any school and/or educational or recreational program authorized by the Monroe County Board of Education
- 1.3 Employee: any person employed by the Monroe County Board of Education
- 1.4 Title IX Coordinator: the person designated by the Board of Education to coordinate efforts to comply with Title IX Rules and Regulations
- 1.5 Superintendent: the superintendent of schools or a designated representative

ARTICLE II. Level One Procedure

- 2.1 The student or employee who has a complaint and is unable to solve the issue, may address the complaint in writing to the Title IX Coordinator.
- 2.2 The Coordinator's responsibilities:
 - 2.2.1 Investigate within five days the circumstances of the complaint
 - 2.2.2 Render a decision within ten days after receipt of complaint and notify the complainant
 - 2.2.3 Provide the complainant five days to react to the decision before it becomes final
- 2.3 The Complainant's responsibilities:
 - 2.3.1 Within ten days accept the decision, in writing, addressed to the Title IX Coordinator or
 - 2.3.2 Disagree with the decision, in writing, addressed to the Title IX Coordinator. A level two procedure will be initiated.

ARTICLE III Level Two Procedure

- 3.1 Within ten days of receiving 2.3 (b) with the decision, the Title IX Coordinator requests the superintendent to review the complaint.
- 3.2 The superintendent will schedule a meeting within ten days of the receipt of the request for review. The participants shall be the complainant, the coordinator, and the superintendent.
- 3.3 The superintendent will make a decision within ten days. The complainant and the coordinator will receive copies of the decision.

ARTICLE IV LEVEL THREE PROCEDURE

- 4.1 Within ten days, the complainant may appeal the decision of the superintendent to the Monroe County Board of Education.

- 4.2 The Board may hold a hearing if requested by the complainant within 30 days or at the next regularly scheduled board meeting.
- 4.3 The board will review all material (written and oral) and make a decision within ten days.

ARTICLE V LEVEL FOUR PROCEDURE

- 5.1 Within ten days the student may appeal to the State Superintendent of Schools.
- 5.2 Within ten days the employee may appeal to the State Grievance Board.

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MONROE COUNTY SCHOOLS
GRIEVANCE FORM
Title IX, Part 86, Sex Discrimination

Name of Student or Employee _____

School _____

Statement of Complaint:

Solution Suggested by Complainant:

Signature of Student or Employee

Date Submitted

Please forward to Title IX Coordinator
Adopted: 3/7/83
Amended: 2/3/86