

Williamson County Board of Education



Adopted Date:
2/18/13

3.3003

SECTION 504 AND ADA GRIEVANCES

1 Williamson County Schools is committed to maintaining equitable employment/educational practices,
2 services, programs and activities that are accessible and usable by qualified individuals with disabilities.

3
4 **DEFINITION**

5
6 Section 504 of the Rehabilitation Act of 1973 provides that: No otherwise qualified individual with handicaps
7 in the United States...solely by reason of his/her handicap, be excluded from the participation in, be denied
8 the benefits of, or be subjected to discrimination under any program or activity receiving federal financial
9 assistance.

10
11 Title II of the Americans with Disabilities Act, 1990 provides that: No otherwise qualified individual with a
12 disability shall be discriminated against in regard to job application procedures, the hiring, advancement, or
13 discharge of employees, employee compensation, job training and other terms, conditions and privileges of
14 employment.

15
16 **COORDINATOR**

17
18 The Superintendent shall designate at least one employee to coordinate efforts to comply with and fulfill
19 obligations arising under the Americans with Disabilities Act (ADA) and Section 504, including any
20 investigation of any complaint alleging non-compliance with the Acts or alleging any actions that would be
21 prohibited by the Acts.

22
23 **NOTICE**

24
25 The Superintendent shall make available the name, office address and telephone number of the ADA/Section
26 504 coordinator.

27
28 Methods of initial and continuing notification may include the posting of notices, publication in newspapers
29 and student and employee handbooks, and distribution of memoranda or other written communications.

30
31
32 **COMPLAINT PROCEDURE**

33
34 The coordinator will hear ADA/Section 504 complaints. Complaints shall be submitted in writing to the
35 coordinator who will endeavor to accomplish prompt and equitable resolution of complaints alleging any
36 action that would be prohibited by the ADA/Section 504. The coordinator will respond to all complaints with a
37 written response as well as information on further grievance procedures that may be followed if the
38 complaining party is not satisfied with the coordinator's proposed resolution.

39
40 Legal References:

41 34 CFR § 104.4(a)
42 42 USCA § 12112(a)
43 28 CFR § 35.107
44 28 CFR § 35.106
45 34 CFR § 104.8
46 28 CFR § 35.170;172
47
48
49
50