



GRIEVANCE PROCEDURE FOR PERSONS WITH DISABILITIES

The Regional School Unit-24 (RSU) Board (RSUB) has adopted this grievance procedure to provide a local avenue for persons with disabilities to raise concerns about whether the RSU is fully meeting its obligations under state and federal laws to protect persons with disabilities. This procedure is intended to meet the requirements of the Federal Rehabilitation Act (34 CFR § 104.7(b)) and the federal Americans with Disabilities Act (28 CFR § 35.107(b)).

Questions about this grievance procedure should be directed to the ADA/504 compliance coordinator of the RSU:

Managing Special Education Director
RSU 24 Office
248 State Street, Suite 3A
Ellsworth, ME. 04605
207-667-8136
207-667-6493 Fax

Step One

A person with an identifiable disability, or someone acting on that person's behalf, may file a written grievance regarding compliance with state or federal disabilities laws with the Building Administrator (BA) where the grievance arose, or with the ADA/504 compliance coordinator. If filed with the ADA/504 compliance coordinator, that person shall forward it to the appropriate BA. In order for a grievance to be heard, notice must be filed within sixty (60) days of the occurrence.

The BA, after consultation with the ADA/504 compliance coordinator, shall respond in writing to the grievance within 15 working days of its receipt. Extensions of 15 working days may be allowed if necessary to address fully the issues in the grievance. The BA's written response shall be forwarded to the grievant and to the ADA/504 compliance coordinator.

Step Two

If dissatisfied with the response, the grievant may request that the Superintendent review the BA's decision.

The grievant must request that review within 15 working days of the decision by the BA. The Superintendent, after consultation with the ADA/504 compliance coordinator, shall respond in writing to the grievance within 15 working days. Extensions of 15 working days may be allowed when necessary to address fully the issues in the grievance. The Superintendent's written response shall be forwarded to the grievant and to the ADA/504 compliance coordinator.

NOTE: Except for grievances regarding physical alterations to school buildings or grounds, the decision of the Superintendent shall be final. In the case of grievances regarding physical alterations to school buildings or grounds, a dissatisfied grievant may request the RSUB to conduct a review of the Superintendent's decision.

The grievant must request that review within 15 working days of the decision by the Superintendent. The RSUB shall have a reasonable time to schedule a meeting on the grievance and to issue its decision.

Nothing in this grievance procedure in any way forecloses a person with a disability from seeking redress for their concerns at any time through other legal avenues, such as through the Office for Civil Rights, the Department of Justice, the Maine Human Rights Commission or the Maine Department of Education.

Questions about other legal avenues available for persons with disabilities to pursue compliance concerns under various disabilities laws should be directed to the ADA/504 compliance coordinator:

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This notice is available in large print and on audiotape from the ADA/504 compliance coordinator.

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