



SOUTH CAROLINA PUBLIC CHARTER SCHOOL DISTRICT

SECTION 504 and Title II of the ADA

STUDENT GRIEVANCE PROCEDURE

LEVEL ONE - School 504 Coordinator

Anyone who has a complaint regarding harassment or discrimination on the basis of disability in relation to *Section 504 of the Rehabilitation Act of 1973* shall present to the building 504 Coordinator such complaints, in writing, in an effort to arrive at a workable solution. The complaint shall be handled promptly, allowing no more than five working days to elapse before a written response is made by the 504 Coordinator and presented or mailed to the person who issued the complaint.

LEVEL TWO - DISTRICT 504 COMMITTEE

If the person making the complaint is not satisfied with the response from the 504 Coordinator, that person may appeal, in writing, to the South Carolina Public Charter School District Section 504 Coordinator who will present the matter before the District 504 Committee for consideration and which will respond, in writing, within five working days after notification of such complaint.

LEVEL THREE - DISTRICT SUPERINTENDENT

If the person making the complaint is not satisfied with the response from the District 504 Coordinator and the District 504 Committee, that person may appeal, in writing, to the District Superintendent. The Superintendent, in conjunction with members of the District Office Staff, shall respond, in writing, within five working days after notification of such complaint.

LEVEL FOUR - SOUTH CAROLINA PUBLIC CHARTER BOARD OF EDUCATION

If the solution offered by the Superintendent is unacceptable to the complaining party, an appeal, in writing, may be made to the South Carolina Public Charter Board of Education. The Board shall consider the complaint at a regularly scheduled or special Board meeting after receiving the written appeal. A decision reached by the Board shall be considered final, and shall be mailed in written form to the complaining party the next working day after the Board meeting is held.

In cases of complaints concerning the identification, evaluation, or educational placement of students with disabilities, the parents, or adult student, also have the right to an impartial hearing to resolve the issue.

None of the procedures herein in any way deny the right of the grievant to file formal complaints with regulatory agencies.