

ANTI-DISCRIMINATION

The board will not discriminate in its educational activities on the basis of age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status.

The board requires all agencies, vendors, contractors, and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

The board is committed to the policy that no otherwise qualified person will be excluded from educational activities on the basis of age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status. Further, the board affirms the right of all students and staff members to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

Adopted: August 13, 2007
Reviewed: March 4, 2013

Legal Reference:
Iowa Code §§ 216.9; 256.11, .11A; 280.3 (2007).
281 I.A.C. 12.

ANTI-HARASSMENT/BULLYING/DISCRIMINATION GRIEVANCE PROCEDURE

LEVEL ONE – Principal or Immediate Supervisor

Students, parents of students, staff and applicants for employment in the school district will have the right to file a formal complaint alleging harassment, bullying, or discrimination under federal or state regulations requiring anti-harassment, bullying, and discrimination policies, programs, and employment.

A student, or a parent of a student, with a complaint of harassment, bullying, or discrimination based upon their age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status are encouraged to discuss it with a staff member directly involved.

Staff with a complaint of harassment, bullying, or discrimination based upon their age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status are encouraged to discuss it with their immediate supervisor, with the objective of resolving the matter informally.

An applicant for employment with a complaint of discrimination based upon their age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status are encouraged to first discuss it with the Executive Director of Human Resource Services.

LEVEL TWO – Superintendent's designee

If the complaint is not resolved at LEVEL ONE to the complainant's satisfaction, the complainant may pursue the matter by filing a LEVEL TWO Anti-Harassment/Bullying/Discrimination Incident Report Form with the Superintendent's designee within twenty (20) working days of the resolution at LEVEL ONE. The complainant may request a meeting with the Superintendent's designee and may be accompanied by a family member, colleague, or legal counsel. The Superintendent's designee shall then investigate the complaint and attempt to resolve it. The Superintendent's designee shall, within fifteen (15) working days of receiving the complaint, unless extenuating circumstances prevent otherwise, file a written report with the Superintendent setting forth the Superintendent designee's resolution of the matter. Extenuating circumstances may include, but are not limited to, the unavailability of witnesses (including

complainant or accused) within the time frames provided or the scope and/or severity of the complaint requires additional time for investigation.

LEVEL THREE – Superintendent

If the complaint is not resolved at LEVEL TWO to the complainant's satisfaction, the complainant may pursue the matter by filing a LEVEL THREE Anti-Harassment/Bullying/Discrimination Incident Report Form with the Superintendent within ten (10) working days of the resolution at LEVEL TWO. The complainant may request a meeting with the Superintendent and may be accompanied by a family member, colleague, or legal counsel, although the Superintendent shall not be required to hold such a meeting. The Superintendent or his or her designee shall review the investigation performed at LEVELS ONE and TWO and may, if he or she deems necessary, order or conduct further investigation into the matter. The Superintendent shall, within fifteen (15) working days of receiving the complaint, unless extenuating circumstances prevent otherwise, file a written decision resolving the matter.

LEVEL FOUR – School Board

If the complainant is not satisfied with the Superintendent's decision, the complainant can file an appeal with the school board within five (5) working days of the decision. It is within the discretion of the board to determine whether it will hear the appeal. The decision of the school board will be considered final.

This procedure in no way denies the right of the complainant to file a complaint with the Dubuque Human Rights Commission, the Iowa Civil Rights Commission, the Iowa Department of Education, the U.S. Department of Education Office for Civil Rights or Office of Special Education Programs, the Equal Employment Opportunity Commission, or to seek private counsel for complaints against harassment, bullying, or discrimination.

All questions regarding these procedures should be directed to:

Stan Rheingans
Superintendent of Schools
2300 Chaney Road
Dubuque, Iowa 52001
(563) 552-3000
srheingans@dbqschools.org

504 questions should be directed to:

Mae Hingtgen
2300 Chaney Road
Dubuque, Iowa 52001
(563) 552-3000
mhingtgen@dbqschools.org

Title II questions and complaints should be directed to:

Shirley Horstman
2300 Chaney Road
Dubuque, Iowa 52001
(563) 552-3000
shorstman@dbqschools.org

Further information may be posted on the district's web site: www.dbqschools.org