

## **Protecting Your Civil Rights at West Lafayette Community Schools**

At West Lafayette Community Schools, we are very interested in doing all we can to protect the civil rights of all students, citizens, and employees.

### **I. School Corporation Civil Rights Policies**

#### EQUAL EDUCATIONAL OPPORTUNITY

- The School Corporation is committed to a policy of educating all its students for a life in which they can develop an awareness and appreciation of the achievements, problems, and aspirations of all people in a culturally diverse society.
- The School Corporation shall help children from all walks of life to gain the knowledge, skills, and determination that will enable them to reach their highest potential and contribute to the welfare of all people.
- The School Corporation shall establish and maintain an atmosphere in which all persons can develop attitudes and skills for effective, cooperative living. It shall both practice and teach:
  1. respect for the individual, regardless of economic status, intellectual ability, race, creed, color, religion, sex, age, handicapping conditions, or national origin including limited English proficiency;
  2. respect for cultural difference;
  3. respect for economic, political, and social rights of others; and
  4. respect for the rights of others to seek and maintain their own identities.
- It is essential that staff, students, parents, and citizens become aware of the human relations concerns in school and community. The administration of the School Corporation shall develop programs, which will increase the awareness of students, parents, and citizens of the cultural diversity of others and to further programs which will humanize the classroom.
- The School Corporation shall continue to re-examine its policies and procedures to determine their effect on individual and group behavior and to make whatever changes are necessary to improve human relations.
- The School Corporation shall continue to take affirmative action to make opportunities for employment and promotion available to every individual solely on the basis of qualifications and without regard to sex, age, race, color, creed, religion, handicapping conditions, or national origin including limited English proficiency.

- The Superintendent shall appoint a compliance officer whose responsibility it will be to ensure that Federal and State regulations are complied with and that any complaints are dealt with promptly in accordance with law.

#### EQUAL EMPLOYMENT OPPORTUNITY

- Marital status, race, creed, religion, color, sex, age, political affiliation, handicapping conditions, or national origin including limited English proficiency shall not be made a condition of employment, retention, or advancement in employment in the School Corporation.
- The Superintendent shall appoint a compliance officer whose responsibility it will be to ensure that Federal and State regulations are complied with and that any complaints are dealt with promptly in accordance with law.

## **II. Civil Rights Compliance Efforts at West Lafayette Community Schools**

### **A. Civil Rights Compliance Coordinator**

#### **Iran Floyd, Superintendent**

West Lafayette Community School Corporation  
1130 North Salisbury Street  
West Lafayette, Indiana 47906  
Telephone: 765.746.1602  
E-Mail: [floydi@wl.k12.in.us](mailto:floydi@wl.k12.in.us)

### **B. Title IX Compliance Coordinator**

Title IX is a federal law that was passed in 1972 to insure that men and women are treated equally. At West Lafayette Community School Corporation the following person serves as our *Title IX Compliance Coordinator*:

#### **Robert Troyer, Assistant Principal**

West Lafayette Junior-Senior High School  
1105 North Grant Street  
West Lafayette, Indiana 47906  
Telephone: 765.746.0404  
E-Mail: [troyerb@wl.k12.in.us](mailto:troyerb@wl.k12.in.us)

**C. Section 504 Compliance Coordinator**

Section 504 is a civil rights law, which prohibits discrimination against individuals with disabilities. Section 504 ensures that the each child with a disability has equal access to an education. The child may receive accommodations and modifications. At West Lafayette Community School Corporation the following person serves as our Section 504 Compliance Coordinator:

**Robert Troyer, Assistant Principal**  
West Lafayette Junior-Senior High School  
1105 North Grant Street  
West Lafayette, Indiana 47906  
Telephone: 765.746.0404  
E-Mail: [troyerb@wl.k12.in.us](mailto:troyerb@wl.k12.in.us)

**D. ADA Compliance Coordinator**

The Americans with Disabilities Act (ADA) is a federal law that prohibits discrimination against persons with disabilities and insures that no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity. At West Lafayette Community School Corporation the following person serves as our ADA Compliance Coordinator:

**Iran Floyd, Superintendent**  
West Lafayette Community School Corporation  
1130 North Salisbury Street  
West Lafayette, Indiana 47906  
Telephone: 765.746.1602  
E-Mail: [floydi@wl.k12.in.us](mailto:floydi@wl.k12.in.us)

Legal References:

I.C. 20-8.1-2-6

I.C. 20-6.1-6-11

I.C. 20-6.1-6-12

Civil Rights Act of 1964, 42 USC 2000e et seq.

Americans with Disabilities Act of 1990, 42 USC 12112

Rehabilitation Act of 1973, 29 USC 701 et seq.

45 C.F.R. Section 80 app. B. IV

I.C. 20-8.1-1-2-1 et seq.

Fourteenth Amendment, U.S. Constitution

20 U.S.C. Section 1681, Title IX of Education Amendments Act

20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974

29 U.S.C. Section 794, Rehabilitation Act of 1973

42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964

42 U.S.C. Section 12101 et seq., The Americans with Disabilities Act of 1990

CIVIL RIGHTS NONDISCRIMINATION COMPLAINT PROCEDURE

This Civil Rights Nondiscrimination Complaint Procedure applies to acts or omissions relating to protected rights based upon age, race, color, religion, sex, disability, and national origin including limited English proficiency. Interested parties include school corporation officers, employees, students and patrons.

I. CIVIL RIGHTS COORDINATOR(S)

The building principal or designee serves as the compliance coordinator for the allegations of building level violations affecting students, employees, or building patrons.

The superintendent or designee serves as the compliance coordinator for violations at the corporate level, including policy and practice.

II. THE PROCESS

A. Level One

1. The officer, employee, student, or patron alleging a violation shall submit the initial complaint in writing to the appropriate compliance coordinator described above. The complaint shall stipulate the specific act or omission, the date of same, and parties involved.
2. The compliance coordinator shall initiate investigation of the circumstances of the complaint within seven (7) calendar days of the receipt of the written complaint.
3. The compliance coordinator shall render a decision within fourteen (14) calendar days of the receipt the written complaint. The decision shall be in writing and sent to the complainant.
4. The complainant shall have seven (7) calendar days to respond to the decision before it becomes final. If the complainant disagrees with the decision of the compliance coordinator and submits such a statement in writing to the coordinator, a level two procedure shall be enacted. If the complaint is against the coordinator, the Superintendent will appoint an alternative coordinator.

B. Level Two

1. The compliance coordinator shall submit the written disagreement statement and all related information to the Superintendent within three (3) calendar days of receipt.
2. The Superintendent shall review all materials and schedule a meeting within seven (7) calendar days of receipt of the written disagreement and all related information. The participants shall be the complainant, the compliance coordinator, and the Superintendent. Other witnesses may be called with mutual prior notice of three (3) calendar days.
3. The Superintendent shall make a decision within seven (7) calendar days of the final meeting of parties. This decision shall be final.

By mutual agreement, circumstances of calendar availability may result in extension of stipulated time allowances if a request is made in writing by either party and so agreed to by the parties.

If the alleged violation, interpretation or application is of a corporate nature such as a written rule, regulation, or policy, then Level Two shall be initiated immediately.

III. DISSEMINATION OF POLICY

This Civil Rights Nondiscrimination Complaint Procedure shall be kept in the office of each school.

The following statement shall appear in the school handbook:

West Lafayette Community School Corporation is committed to equal opportunity and does not discriminate on the basis of age, race, color, relation, sex, disability, or national origin including limited English proficiency, in any employment opportunity. No person is excluded from participation in, denied the benefits of, or otherwise subjected to unlawful discrimination on such basis under any education program or student activity.

If you have experienced discrimination in such educational programs or activities, written inquiries about procedures that are available and for consideration of complaints alleging such discrimination should be directed to the building principal or Superintendent.

Approved 10/15/2003