

Nondiscrimination

Kenilworth School District No. 38 is committed to providing a working and educational environment free from unlawful discrimination. The District does not discriminate on the basis of race, color, religion, national origin, ancestry, age, sex, marital status, disability/handicap, unfavorable military discharge, or on any other unlawful basis in the recruitment, selection, employment or transfer of its employees. Nor does Kenilworth School District No. 38 unlawfully discriminate in the provision of services, programs and/or activities.

It is the expressed intent of the Board of Education that every policy, practice and procedure shall conform to all applicable requirements of federal and state law.

As a commitment to its policy of nondiscrimination, it is District policy to ensure:

- (a) Equal rights and equitable treatment of all students and employees;
- (b) Equal opportunity for all students to participate in the programs and services offered by the District;
- (c) A curriculum which is nondiscriminatory and encourages respect for the diverse abilities and accomplishments of all groups and individuals; and
- (d) Regular in-service education for all employees to recognize, avoid, and/or correct unlawful discrimination in the working or educational environment.

The following will be reviewed regularly by the Board to ensure that the District does not unlawfully discriminate on the basis of federal and state laws:

- (a) District policies and administrative procedures
- (b) Curriculum
- (c) Employment practices
- (d) Instructional practices
- (e) Counseling services
- (f) Extracurricular activities
- (g) Other areas deemed appropriate

Any employee or student who believes that he/she has been subjected to unlawful discrimination in violation of this policy may file a complaint in accordance with the following complaint procedure.

Nondiscrimination Complaint Procedure

Any Kenilworth School District No. 38 student, parent, employee or applicant for employment who believes that the District's nondiscrimination policy has been violated, may file a complaint with the Superintendent. The complaint will be in writing and provide as a minimum: the basis for the assertion that the District's nondiscrimination policy has been violated; the party involved in the alleged violation; the date(s) of the alleged violation and the relief sought. Any complaint brought pursuant to this procedure must be presented to the Superintendent within 30 days of the alleged discriminatory action or occurrence.

The Superintendent will investigate the complaint and at the conclusion of the investigation issue a report stating whether or not the District's nondiscrimination policy has been violated. If the Superintendent determines that the nondiscrimination policy has been violated, he/she will issue a

report providing for appropriate action to remedy such violation and prevent any further occurrences. The report will also contain disciplinary recommendations where appropriate. If the investigation does not determine a violation of the policy, the Superintendent will issue a report to the complaining party advising him/her of such.

The complaining party and/or any party determined to have violated the District's nondiscrimination policy may appeal the Superintendent's decision to the Board of Education. Any appeal must be in writing and received by the Board within seven (7) days of issuance of the Superintendent's report. The Board will review the report and any appeal documents and will issue a decision within fourteen (14) days of receipt of the appeal. The Board's decision will be final.