

STUDENTS – ADMINISTRATIVE PROCEDURES

GOALS AND OBJECTIVES – Equal Educational Opportunities – Sex Equity

To ensure that there is a procedure whereby all persons who have complaints concerning the Regional Office of Education's equal educational opportunities in relation to sex equity receive prompt and careful attention, and to ensure that the person(s)/program against whom the complaint is directed is given adequate protection, and to ensure that the complaints are processed as expeditiously as possible, the following procedures are prescribed for use by persons who wish to make complaints.

All complaints relative to sexual equity directed towards an employee or program of the ROE shall be referred to the Regional Superintendent. The Regional Superintendent shall immediately inform the concerned employee(s) of the complaint. All complaints shall be filed in writing on the Roe's complaint form.

The Regional Superintendent shall provide to the complainant, within seven (7) calendar days of receipt of the grievance, a copy of the ROE's written grievance procedure. An investigation of the nature and validity of the complaint shall be made by the Regional Superintendent. The Regional Superintendent may seek advice from related agencies or legal counsel. Within sixty (60) days of receipt of the grievance/complaint, the Regional Superintendent shall provide a written decision, including steps to be taken for further appeal of the decision, to the complainant.

The Regional Superintendent's decision may be further appealed to the State Superintendent of Education.

The ROE shall evaluate its policies and practices in terms of the requirements of the state's Sex Equity Rules once each four years, commencing in October 1991. Any policy or practice, which does not meet the requirements, shall be modified via a written sex equity plan.