

Community RelationsTitle IX--Procedure For Informal/Formal Hearing

In accordance with Title IX, the Board of Education of Phelps County School District 69-0044, the Holdrege Public Schools, hereby re-affirms the following procedures for handling complaints alleging a violation of Title IX, a federal law which prohibits sex discrimination in any educational program receiving federal financial assistance.

Procedure:

- A. A written complaint must be presented to the Superintendent, or the Superintendent's designated representative(s) on a form available at the school office.
- B. The Superintendent or the designated representative(s) may request an informal conference to present information relative to the complaint, or to request further information relative to the specific nature of the complaint.
- C. If the complaint is not resolved in the first informal conference a formal hearing will be arranged at the convenience of both parties.
- D. The Superintendent or the designated representative(s) will plan the details of the hearing based upon the nature of the complaint and the number of persons involved. This hearing will be conducted by a Hearing Officer designated by the Superintendent or by the Board of Education.
- E. The complainant will be notified in writing of the time and place of the hearing.
- F. Witnesses and/or advisors may be called by either party within limits established by the Hearing Officer.
- G. Upon completion of this hearing, the Hearing Officer will make a report in writing to the Superintendent of within ten (10) days, with a copy to the complainant with a written response.
- H. If the above process does not resolve the complaint, an appeal may be made to the Board of Education through the Superintendent.

Legal Authorities: Title IX

Date of Adoption: March 14, 2005