**SECTION 504 COMPLIANCE PLAN**

The Compliance Plan serves students, parents, employees, applicants for employment, and programs within Grant County Schools.

1. Grant County Schools assures students, parents, applicants, for employment, and employees that it will not discriminate against any individual with 504 disabilities.
2. The following persons are designated as the ADA and Section 504 compliance coordinator:
3. Phyllis Case, Director of Special Instructional Services
4. Penny Meredith, Due Process Monitor and Behavior Specialist
5. Parents/guardians are provided procedural safeguards which are included in the “Notice of Parent/Student Rights in Identification, Evaluation, and Placement”.
6. An impartial hearing and appeal are provided upon request. Procedures are detailed in the Grant County Schools Procedures for Section 504 of the Rehabilitation Act.
7. Notice to students, parents, employees, and the general public of nondiscrimination assurances and parent/student rights in the identification, evaluation, and placement will be disseminated annually in the following manner:
8. Announcement in each school
9. Posted notice in each public school building
10. Public service announcement in local newspapers
11. Grant County Schools has established the following local grievance procedure to resolve complaints of discrimination on the basis of 504 disability:
12. An alleged grievance must be filed in writing, describing the circumstances for the grievance.
13. Grievances must be filed with the Section 504 compliance coordinator.
14. The 504 Coordinator will investigate and submit a written response offering options for a resolution.
15. If the response does not satisfactorily resolve the issue, the complainant may appeal to the Superintendent of Grant County Schools.
16. If the response from the Superintendent does not satisfactorily resolve the issue, the complainant may appeal the decision to the Grant County Board of Education.
17. The Board of Education will conduct a hearing and give the complainant reasonable advance notice of the date, time, and place of the hearing.
18. The Board of Education will give the complainant a full and fair opportunity to present evidence relevant to the issues raised. The complainant and Grant County Schools may, at their own expense be assisted or represented by individuals of his/her own choice, including an attorney.
19. The Board of Education will make a decision, in writing, and present it to the complainant within ten (10) working days after the hearing.
20. The decision of the Board will be based solely on the evidence presented at the hearing and shall include a summary of the evidence and the reasons for the decision.
21. The complainant may appeal, at any time during this process, to the Office for Civil Rights, Department of Education, Washington, D.C., 20101.
22. Grant County Schools will inform all individuals with 504 disabilities and their parents of Grant County Schools’ responsibilities and procedural safeguards under Section 504, as well as those under the Kentucky Administrative Regulations and the Individuals with Disabilities Education Act.