

Affirmative Action Statement

The Waterford Township Board of Education does not discriminate on the basis of race, color, creed, national origin, ancestry, age, sex, sexual orientation, marital status, liability for service in the Armed Forces of the United States, or atypical hereditary cellular or blood trait of any individual. Further state and federal protection is extended on account of disabilities, social or economic status, pregnancy, childbirth, pregnancy-related disabilities, actual or potential parenthood. This includes equality of educational opportunities including classroom programs, curriculum development and instructional materials. The statement confirms compliance with Section 504 of the Rehabilitation Act of 1973. (See Board of Education Policy Nos. 1510, 1530, 1550, 3340).

Waterford Township School District Affirmative Action/Title IX Officer:

Patrick Davidson, Waterford Elementary School Principal @ 856-767-8293 ext. 3030

E-Mail Address: pdavidson@wtsd.org

Waterford Township School District Complaint PROCEDURE

In keeping with state and federal anti-discrimination legislation, the Board of Education has adopted and hereby publishes the Complaint Procedure outlined in this pamphlet for the resolution of student, employee, and parent complaints.

PURPOSE:

To provide students, employees, and parents with a procedure by which they can seek a remedy for alleged violations related to

discrimination on the basis of race, color, creed, religion, sexual orientation, sex, ancestry, national origin, or socioeconomic status.

DEFINITIONS:

- Complaint – A formal written complaint.
- Complainant – Any student, employee, or parent aggrieved by a decision or condition falling under the guidelines of federal and/or state anti-discrimination laws.
- Affirmative Action Officer – The district employee designated to coordinate efforts with anti-discrimination legislation and charged with the responsibility of investigating complaints.

PROCEDURE:

- Step 1 – The complainant must present the complaint in written form within three working days to the responsible person designated as the Affirmative Action Officer.
- Step 2 – The Affirmative Action Officer has seven working days in which to investigate and respond to the complainant.
- Step 3 – If not satisfied, the complainant may appeal within three working days to the Superintendent or designee.
- Step 4 – Response by the Superintendent or designee must be given within three working days.
- Step 5 – If the complainant is not satisfied at this level, an appeal may be made within three working days to the Board of Education which will hear the complaint at the next regular meeting or within forty-five calendar days. The Board hearing shall be conducted so as to afford due process to all parties involved in the complaint and provide for a written notice of hearing dates, right to counsel, right to present witnesses, right to cross-examine and to present a written statement. The decision of the Board shall be by a majority of the members at a meeting which shall be public.
- Step 6 – The Board of Education shall respond to the complainant within ten calendar days.

- Step 7 – If the complainant is not satisfied with the Board's decision, the complainant can have it referred to the Executive County Superintendent of Schools.

FORMAL COMPLAINT

Any individual has the right to bypass the grievance procedure outlined in this pamphlet and submit a complaint directly to any or all of the following agencies:

The Commissioner of Education
Bureau of Controversies and Disputes
NJ Department of Education
PO Box 500
Trenton, NJ 08625
609-292-5706

Equal Employment Opportunity Commission
Newark District Office
1 Newark Center, 21st Floor
Newark, NJ 07102
973-645-6383 or 800-669-4000

U.S. Office for Civil Rights
U.S. Department of Education
75 Park Place, 4th Floor
New York, NY 10007
212-264-3313 or 212-637-6330

New Jersey Division of Civil Rights
31 Clinton Street, 3rd Floor
Newark, NJ 07102
973-648-2700

WATERFORD TOWNSHIP SCHOOL DISTRICT

Waterford, New Jersey

AFFIRMATIVE ACTION

Statement of Policy
and
Complaint Procedures



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