

HARTLAND LAKESIDE JT. NO. 3 SCHOOL DISTRICT NOTICES

Nondiscrimination Policy Statement – As mandated by the current provisions of Title IX of the Education Amendments of 1972 and under the regulations set forth in Chapter 106 of Title 34 of the Code of Federal Regulations (“the federal Title IX regulations”), the District does not unlawfully discriminate on the basis of sex in any education program or activity that the District operates. Title IX’s requirement not to discriminate in any education program or activity extends to cover, but is not limited to, District students, certain admissions processes, and District employment. Inquiries regarding how Title IX and the federal Title IX regulations apply to the District may be referred to a District Title IX Coordinator (as designated below), to the Assistant Secretary for Civil Rights at the U.S. Department of Education, or to both.

The District’s commitment to nondiscrimination under Title IX and under other state and federal laws is further defined in the following policies of the School Board: 113, 113-Rule, 411, 411-Rule, 511, and 512.

District Title IX Coordinators – The District employees who hold each of the positions identified below serve as Title IX Coordinators for the District:

JULIA LEES, HUMAN RESOURCE MANAGER
800 E. NORTH SHORE DRIVE
HARTLAND WI 53029
262-369-6700
JLEES@HARTLAKE.ORG

BETH STONE, SCHOOL PSYCHOLOGIST
800 E. NORTH SHORE DRIVE
HARTLAND WI 53029
262-369-6700
BSTONE@HARTLAKE.ORG

Reporting Sex Discrimination – Any person (including a person who is not claiming to have been personally harmed/victimized by the alleged discrimination) may report a concern or allegation regarding prohibited sex discrimination (including sexual harassment) to the District. Such reports may be submitted as follows:

1. To a District Title IX Coordinator, either in person, by U.S. mail, by telephone, or by electronic mail, using the contact information listed above. In person reports should be made when the Title IX Coordinator is reasonably available during regular working hours. Reports submitted by telephone, mail, or electronic mail may be made at any time.
2. By any other means that results in a Title IX Coordinator actually receiving the person's verbal or written report.

Filing Formal Complaints of Title IX Sexual Harassment – As required by the federal Title IX regulations, the District has established a formal grievance process for investigating and resolving “formal complaints” of “sexual harassment,” as those terms are defined in the regulations.

An individual who is alleged to be the victim of conduct that could constitute sexual harassment under the federal Title IX regulations (i.e., a Title IX “complainant”), or a parent or guardian who has a legal right to act on behalf of such an individual, may file a formal complaint of sexual harassment. No Title IX complainant is obligated to file a formal complaint, but a qualifying formal complaint is necessary for the District to start an investigation using the District’s formal Title IX grievance process.

Complainants are expected to file formal complaints of sexual harassment with a District Title IX Coordinator by submitting a document or electronic submission in person, by U.S. mail, or by electronic mail, using the contact information specified above.

Additional requirements for formal complaints of Title IX sexual harassment, including a description of the required content for a formal complaint, are set forth within School Board policies 113, 411-Rule, 411.1, 411.1-Rule, 511.

District Response to Reports and Complaints of Sex Discrimination and to Formal Complaints of Sexual Harassment under Title IX – The District has established grievance procedures through which the District structures its response to reports that allege unlawful discrimination on the basis of sex in any education program or activity of the District. Those procedures are set forth in Policies 113 -Rule, 411-Rule and 511-Rule, as published on the District's website. The purpose of such procedures is to provide for the prompt and equitable resolution of any report or complaint of alleged sex discrimination, excluding formal complaints of sexual harassment under Title IX.

Any time that the District has actual knowledge of sexual harassment or allegations of sexual harassment that could constitute a violation of Title IX, the District has obligations to respond to such knowledge in a manner that is not deliberately indifferent and in a manner that treats the alleged victim(s) of sexual harassment and the alleged perpetrator(s) of sexual harassment equitably. Such a response includes, but is not limited to, offering supportive measures to a complainant and investigating and resolving any formal complaint that presents allegations of Title IX sexual harassment using the formal grievance process that the District has adopted for such formal complaints. District procedures for responding to alleged sexual harassment under Title IX, including the formal grievance process, are set forth in Policy 113-Rule, as published on the District's website.

EQUAL EDUCATIONAL OPPORTUNITIES

The right of the student to be admitted to school and to participate fully in curricular, co-curricular, student services, recreational or other programs or activities shall not be unlawfully abridged or impaired because of a student's sex, sexual orientation, race, color, national origin, ancestry, religion, creed, age, pregnancy, marital or parental status, any physical, mental, emotional or learning disability, or any other legally-protected status or classification. Accordingly, the School Board prohibits all forms of unlawful discrimination against students, regardless of the legally-protected status or classification that serves as the basis for any prohibited discriminatory conduct, policy, or practice. When based upon a legally-protected status or classification, examples of unlawful and discriminatory acts can include:

1. The denial of admission to any public school;
2. The denial of participation in, equal access to, or the benefits of any curricular, extracurricular, student services, recreational, or other program/activity, including the District's career and technical education opportunities;
3. The discriminatory and inequitable provision of resources among comparable curricular or extracurricular programs;
4. Any action, policy, or practice, including segregation, bias, stereotyping, or student harassment, which is detrimental to a person or group of persons and differentiates or distinguishes among persons, or which limits or denies a person or group of persons opportunities, privileges, roles or rewards based, in whole or in part, on a legally-protected classification or characteristic.

Children of homeless individuals and unaccompanied youth (youth not in the custody of a parent or guardian) as identified under federal law shall have equal access to the same free, appropriate public education, including comparable services, as those provided to other children and youth who reside in the District. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

The District shall provide all appropriate and legally-required accommodations, educational services, and/or programs for students who have been identified as having a qualifying disability, regardless of the nature or severity of the disability and regardless of whether the student qualifies for the District's special education program. Facilities modifications necessary to provide

for appropriate access and participation for persons with disabilities shall be made to the extent required by law.

The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for such accommodations shall be made in writing and shall be submitted to and acted upon by the building principal. Accommodations may include, but are not necessarily limited to, being excused from participation in an activity, alternative assignments, release time from school to participate in religious activities, and opportunities to make up work missed due to religious observances. Any such accommodations granted under this policy shall be provided to students without prejudicial effect.

This policy shall not be interpreted to prohibit the District from (1) providing special programs or services based on student need, including gifted and talented, special education, school-age parents, bilingual bicultural, at risk, and other special programs; or (2) placing a student in a school, program, class, or activity based on objective standards of individual need or performance.

Complaints alleging a violation of any aspect of this policy may be filed and shall be processed in accordance with the District's student discrimination complaint procedures, as adopted in connection with this policy.

By following required procedures and timelines, complaints of unlawful student discrimination may also be filed externally with the Wisconsin Department of Public Instruction, the Chicago office of the U.S. Department of Education's Office for Civil Rights, or, in appropriate circumstances, with any state or federal court or other agency of competent jurisdiction.

Designation of Compliance Officer. The administrator holding the following position is designated as the District's equal educational opportunities compliance officer ("Compliance Officer"):

*Beth Stone, NSMS School Psychologist
Hartland Lakeside School District
800 E. North Shore Drive
Hartland, WI 53029
262-369-6700
bstone@hartlake.org*

The Compliance Officer is authorized to receive complaints brought under this policy and its related complaint procedures. The Compliance Officer also serves as the District's Title IX Coordinator (sex discrimination and sexual harassment issues and complaints), federal Age Discrimination Act Coordinator (age-based discrimination issues), and Section 504 and Americans with Disabilities Act Coordinator (disability rights and disability-based discrimination issues) for all student and all non-employment-related matters. The District Administrator shall perform the duties of the Compliance Officer if the Compliance Officer is temporarily unavailable or if a complaint involves any alleged improper conduct by the Compliance Officer.

Confidentiality of Reports and Complaints. Although absolute confidentiality cannot be assured, the District will maintain the confidentiality of discrimination reports and complaints to the extent required by any applicable law, and the District will otherwise make efforts to maintain confidentiality where non-disclosure does not interfere with the District's ability to appropriately process and respond to the report or complaint. Nonetheless, investigating a matter often involves disclosing (directly or indirectly) the identity of persons involved in the particular events/issues. Individuals who have specific concerns about confidentiality should arrange to discuss those concerns with the District as early as possible in the process.

Retaliation Prohibited. No employee, officer, agent or representative the District shall unlawfully retaliate against, harass, intimidate or otherwise impose any improper consequence against any person who (1) pursues any complaint under this policy and its related complaint procedure; or (2) otherwise participates in the resolution of any report, complaint, or investigation involving an

alleged violation of this policy. Further, any act of retaliation, harassment, or intimidation performed by a student against any such persons who are involved in the complaint process would itself constitute a violation of school rules and District policy, and subject the student to appropriate disciplinary action.

Abuse of Process Prohibited. Failure to act in good faith while participating in the resolution of any report, complaint, or investigation under this policy or its related complaint procedure constitutes an abuse of process and subjects an employee or student to potential discipline. Abuse of process includes the pursuit of a complaint that the complaining party knows to be false or wholly frivolous, the intentional provision of false or misleading information during the processing of a complaint or other investigation, and other actions that constitute a violation of any District policy or rules.

NONDISCRIMINATION STATEMENTS AND DISSEMINATION OF POLICY AND DISCRIMINATION COMPLAINT PROCEDURES

In addition to including express nondiscrimination statements in other Board policies where required by law:

1. A legal notice of this policy and its accompanying complaint procedures shall be published at the beginning of each school year in the District's official newspaper.
2. A student nondiscrimination statement shall be included in student and staff handbooks, course selection handbooks, and other similar published materials distributed to the public describing school activities and opportunities.
3. The student discrimination complaint procedures shall be disseminated to students, parents and guardians, employees and others to inform them about the proper process for submitting a complaint. The information shall be published in student, parent and staff handbooks, and the procedures or a reference to the procedures may be published or posted in other appropriate locations (e.g., the District website, guidance offices).

MAINTENANCE OF COMPLAINT RECORDS; REPORTS AND EVALUATIONS

The District's equal educational opportunities compliance officer shall be responsible for ensuring that the District maintains adequate records of complaints filed under the District's student discrimination complaint procedures and for directing the timely preparation of the annual or other reports and evaluations regarding nondiscrimination initiatives and compliance that the District is required to conduct and/or provide to the Department of Public Instruction. In addition, the District is required to formally evaluate the status of nondiscrimination and equality of educational opportunity in the District at least once every five years.

SPECIAL EDUCATION REFERRAL AND EVALUATION PROCEDURES

Upon request, the Hartland Lakeside Jt. #3 School District is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the district receives a referral, the district will appoint an Individualized Education Program (IEP) team to determine if the child has a disability, and if the child needs special education services. The district locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district.

A physician, nurse, psychologist, social worker, or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made.

Others, including parents, who reasonably believe a child is a child with a disability, may also refer the child, including a homeless child, to the school district in which the child resides.

Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting:

Michele Schmidt
Special Education Director (Grades 5-8)
North Shore Middle School
800 E. North Shore Drive
Hartland, WI. 53029
262-369-6742
mschmidt@hartlake.org

Heather Grindatti
Special Education Director (Grades EC-4)
Hartland North Elementary
232 Church Street
Hartland, WI 53029
262-369-6751
hgrindatti@hartlake.org

EDUCATIONAL OPTIONS:

The Hartland Lakeside Jt.#3 School District offers students a variety of educational options to children who reside in the District. The District's primary educational pathway and instructional program for students involves a progression from 4K through 8th grade. Also available to families for a fee, are a three year old preschool program and childcare (Lakeside Academy) for children six weeks to four years old.

Children who reside in the Hartland Lakeside Jt. #3 School District have the following educational options:

- Attendance at public schools
- Attendance at private schools participating in the Wisconsin Private School Choice Program
- For the 2020-2021 school year, there are currently no private schools located within the Hartland Lakeside Jt. #3 School District that are participating in the Private School Choice Program.
- Attendance at charter schools
- For the 2020-2021 school year, there are currently no independent charter schools located within the Hartland Lakeside Jt. #3 School District.
- Attendance at virtual schools. For the 2020-2021 school year, there are currently no virtual schools located within the Hartland Lakeside Jt. #3 School District.
- Full-time open enrollment
- Options for pupils enrolled in a home-based private educational program including, interscholastic athletics and extracurricular activities
- Summer school classes
- Students may attend Arrowhead High School for Advanced Math and Spanish courses not offered onsite.
- A child with a disability is able to participate in the Special Needs Scholarship Program (SNSP) that allows a student with a disability meeting specified eligibility requirements to receive a scholarship from the Department of Public Instruction in order to attend participating private schools. More information regarding this program as well as a list of participating private schools can be found on the DPI website-<http://dpi.wi.gov/sms/special-needs-scholarship>

FREE & REDUCED FOOD PROGRAM

Families enrolled in the Hartland Lakeside Jt. #3 School District can obtain a Free and Reduced application by visiting the district's website, the district office and/or all school offices. For more information please contact Maureen Lawler at 262-369-6780 or by emailing mlawler@hartlake.org.

ASBESTOS

As a result of the federal law Asbestos Hazard Emergency Response Act, (AHERA), all primary and secondary schools are required to complete a comprehensive asbestos inspection and develop a management plan for all asbestos-containing building materials, (ACBM) present within the school district. Included in the AHERA Act is the requirement to notify all parents, guardians, and staff members of activities and events with the asbestos containing building materials annually. In an effort to comply with this regulation, the school district had all buildings initially inspected by an Environmental Protection Agency (EPA), accredited inspector and any samples taken analyzed by an independent laboratory. This information was then utilized to develop a comprehensive asbestos management plan.

A comprehensive re-inspection by an accredited inspector of all ACBM is required every three years, while the period six-month surveillance is an additional requirement. The school district contracted with Environmental Management Consulting, Inc. (EMC), to perform the latest three-year re-inspection. This report is available for your review during normal business hour in the school office. Copies of this report are also available to you for the cost of copying.

All ACBM found within the school district has been identified, with location and condition assessed. Any areas noted as being in moderate to poor condition will be repaired or removed by the school district. To the best of our knowledge, no asbestos building materials (ACBM) were either specified or used as a building material in the North Shore Middle School, and that we are in compliance with the United States Environmental Protection Agency regulations concerning ACBM at the time of construction for this project. A long-range plan for the management of all ACBM has been developed.

It is our policy to maintain a safe and healthful environment for our students and our staff members. This shall be accomplished by strict enforcement of the policies regarding asbestos by the asbestos manager and school officials.

Any questions related to the ACBM present or regarding the school districts on-going operations and maintenance program should be directed to:

Steve Hogan
Buildings and Grounds Director
shogan@hartlake.org
262-369-6740

WELLNESS

The District's Wellness Policy and Guidelines can be viewed by visiting: <http://hartlake.org/wp-content/uploads/2015/08/Wellness-Policy-Wellness-Guidelines.pdf>

All questions regarding these policies should be directed to: Hartland Lakeside School District, Attn: Michele Davis, 800 E. North Shore Drive, Hartland, WI 53029, 262-369-6746.

ADDITIONAL NOTICES

The full list of annual notices to the community is located on the District's website under parent notifications or by contacting Michele Davis at mdavis@hartlake.org or 262-369-6746 and requesting a copy.