

# Maury County Public Schools Step by Step Appeal Process

The following steps should be adhered to when making an appeal:

- 1<sup>st</sup> appeal to the student's teacher; if the problem is not resolved...
- 2<sup>nd</sup> appeal to a school administrator; if the problem is not resolved...
- 3<sup>rd</sup> appeal to the school principal (if he/she is not the administrator in the earlier appeal); if the problem is not resolved, please choose appropriately from the following:

### For Disciplinary Issues:

- 4<sup>th</sup> appeal to the Maury County Public Schools Disciplinary Hearing Authority; if the problem is not resolved...
- 5<sup>th</sup> appeal must be a written appeal to the Maury County Public Schools Director and must be made within five (5) school days of the Disciplinary Hearing Authority's decision; if the problem is not resolved...
- 6<sup>th</sup> appeal may be made to the Maury County Board of Education by requesting placement on the board meeting agenda to appear before the Maury County Board of Education

### For Instructional Issues:

- 4<sup>th</sup> appeal to the grade appropriate Instructional Supervisor for Maury County Public Schools; if the problem is not resolved...
- 5<sup>th</sup> appeal must be a written appeal to the Maury County Public Schools Assistant Director; if the problem is not resolved...
- 6<sup>th</sup> appeal may be made to the Maury County Public Schools Director; if the problem is not resolved...
- 7<sup>th</sup> appeal may be made to the Maury County Board of Education by requesting placement on the board meeting agenda to appear before the Maury County Board of Education

### FEDERAL LAWS

If your child/children need special services, you may contact the Supervisor of Special Education for special education services by phone at (931) 388-8403, or the Board's coordinator for matters involving the ADA, Section 504, Title II, Title IX, and the Age Act.

### NON-DISCRIMINATION POLICY

No person in the United States shall, on the ground of race, color, age, gender, disability or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance. The Maury County Board of Education does not discriminate on the basis of race, color, age, gender, disability or national origin.

### WHAT TITLE VI DOES

- ◆ Prohibits entities from denying an individual any service, financial aid, or other benefit.
- ◆ Prohibits entities from providing services to some individuals that are different or inferior (either in quantity or quality) to those provided to others.
- ◆ Prohibits segregation or separate treatment in any manner related to receiving program services or benefits.
- ◆ Prohibits entities from requiring different standards or conditions as prerequisites for serving individuals.
- ◆ Encourages the participation of minorities as members of planning or advisory bodies for programs receiving federal funds.
- ◆ Prohibits discriminatory activity in a facility built in whole or part with federal funds.
- ◆ Requires information and services to be provided in languages other than English when significant numbers of beneficiaries are of limited English speaking ability.
- ◆ Requires entities to notify the eligible population about applicable programs.
- ◆ Prohibits locating facilities in any way that would limit or impede access to a federally funded service or benefit.
- ◆ Requires assurance of nondiscrimination in purchasing of services.

## **HOW TO FILE A COMPLAINT WITH OCR FOR TITLE VI**

Title VI complaints involving recipients and beneficiaries may be filed at the Maury County Board of Education, 501 West 8th Street, Columbia, TN 38401, 931-388-8403 or the Department of Education Office of Civil Rights (OCR) by an individual, a class, or by a third party, within 180 days from the date of the alleged discriminatory act. OCR may be contacted as follows:

**Office for Civil Rights, Region IV  
U.S. Department of Education  
61 Forsyth St. S.W., Suite 19T10  
Atlanta, GA 30303-8927  
Telephone: 404-974-9406  
FAX: 404-974-9471  
TDD: 877-521-2172  
Email: [OCR.Atlanta@ed.gov](mailto:OCR.Atlanta@ed.gov)**

## **TITLE IX OF THE EDUCATION AMENDMENT 1972**

Title IX is a federal law that prohibits discrimination on the basis of sex in providing educational programs and services.

### **WHAT TITLE IX COVERS**

- ◆ Recruitment of students
- ◆ Admission and enrollment of students
- ◆ Participation in education programs, courses, activities
- ◆ Counseling and use of appraisal and counseling materials
- ◆ Athletics
- ◆ Employee recruitment and employment practices

## **HOW TO FILE A COMPLAINT WITH A TITLE IX COORDINATOR**

A person who feels he/she has been discriminated against based on sex may file a complaint, at the Maury County Board of Education, 501 West 8<sup>th</sup> Street, Columbia, TN 38401, 931-388-8403, or the Tennessee State Department of Education Title IX Coordinator at 710 James Robertson Parkway, Nashville, TN 37243-0375, or the U. S. Department of Education Office of Civil Rights at 61 Forsyth Street SW, Suite 19T10, Atlanta, GA 30303.