

LOGAN CITY SCHOOL DISTRICT

CIVIL RIGHTS DISCLOSURE

EQUAL EDUCATIONAL AND EMPLOYMENT OPPORTUNITY

It is the policy of the Logan City School District to provide equal educational and employment opportunity for all individuals. Therefore, the District prohibits all discrimination on the basis of race, color, religion, sex, age, national origin, disability, or veteran status. Logan City School District will take steps to assure that the lack of English language skills will not be a barrier for admission and participation in Logan City School District opportunities. This policy extends to all aspects of the District's educational programs and services, as well as to the use of all District facilities, and participation in all District sponsored activities.

ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES

In compliance with Section 504 of the Rehabilitation Act (504) and the Americans with Disabilities Act (ADA), the Logan City School District will provide reasonable accommodations to qualified individuals with disabilities. Students, parents, or employees needing accommodations should contact the ADA/504 Coordinator or school principal.

TITLE IX PROTECTION

Title IX of the Education Amendments Act ensures that, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." All materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process can be found here: <https://www.loganschools.org/technical-services-directory>

CIVIL RIGHTS COMPLAINTS

Complaints of discrimination should be filed with the individual's principal or supervisor and/or with the District Compliance Officer according to the provisions of the Logan City School District Civil Rights/Section 504 Grievance Procedure. If the complaint is against the principal or supervisor, the complaint may be filed directly with the District Compliance Officer.

The individuals who have been designated to monitor and coordinate the District's compliance with Title IX, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and all other applicable State and Federal civil rights laws, may be reached at the following address and telephone number:

Logan City School District
101 W. Center Street
Logan, Utah 84321
(435) 755-2300

ADA (Employment Issues) Coordinator
Susanne Kuresa

ADA (Student Issues) /504 Coordinator
Marci Elliott

Title IX Coordinator (Civil Rights/Sexual Harassment/Gender Based Discrimination)
Melisa Richardson

Discrimination complaints should be reported as soon as possible after the incident(s) in order to be effectively investigated and resolved.

GRIEVANCE PROCEDURE

Local Procedure

Reports of discrimination, abuse, bullying, sexual harassment, hazing, etc. may be filed with Logan City School District. The complainant may file a concern at any time, but should be filed immediately to facilitate an effective investigation and resolution. Complaints will be routed to the appropriate coordinator.

Online reporting forms can be submitted using the following link: <https://www.loganschools.org/report-abuse>

Paper complaint forms may be picked up from any school or district office and submitted to the appropriate school or district administrator.

State Procedure

The complainant may contact the Educational Equity Coordinator at the Utah State Office of Education. The contact information for the coordinator is as follows:

250 East 500 South
Salt Lake City, Utah 84114 – 4220
(801) 538 - 7500

Federal Procedure

The complainant may file a complaint with the Office for Civil Rights (OCR) at any time before, during, or after the local grievance procedure. The contact information for the office is as follows:

Denver Office for Civil Rights
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
(303) 844-4303, TDD (800) 877-8339, email: OCR.Denver@ed.gov

SAFE & ORDERLY SCHOOLS

It is the policy of the Logan City School District to promote a safe and orderly school environment for all students and employees. Criminal acts or disruptive behavior of any kind will not be tolerated and any individual who engages in such activity will be subject to school disciplinary action as determined by school administrators, district disciplinary action as determined by the Student Services Director, police referral and/or prosecution. In determining appropriate discipline, school officials will consider the totality of the circumstances, including the severity of the offense, as well as the individual's age, disability status, intent, academic status, and prior disciplinary record.

EXTRACURRICULAR ACTIVITIES

Participation in interscholastic athletics, cheerleading, marching band, student government, student clubs, graduation ceremonies, and other extracurricular activities is not a constitutionally protected civil right. Therefore, students who are suspended, transferred to an alternative placement, or expelled, may lose the privilege of participation in all extracurricular activities during the period of discipline.

SEARCH AND SEIZURE

School officials have the authority to search a student's person, personal property, or vehicle while located on school property or at a school sponsored activity, when they have reason to believe that the search will turn up evidence that the student has violated or is violating a particular law or school rule.

Students have no right or expectation of privacy in school lockers. School lockers are the sole property of the Logan City School District. Periodic inspections of lockers, including the use of drug detecting canines, may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant.

RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding the use of surveys or other school activities which may involve the collection or use of protected information. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas:

- [a] Political affiliations or beliefs of the student or student’s parent;
- [b] Mental or psychological problems of the student or student’s family;
- [c] Sexual behavior, orientation or attitudes;
- [d] Illegal, anti-social, self-incriminating, or demeaning behavior;
- [e] Critical appraisals of others with whom respondents have close family relationships;
- [f] Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- [g] Religious practices, affiliations, or beliefs of the student or parents; or
- [h] Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of activities involving collection, disclosure, or use of personal information obtained from students regarding any of the protected information areas.

Inspect, upon request and before administration or use of:

- [a] Protected information surveys designed to be administered to students; and
- [b] Instructional material used as part of the educational curriculum.

Logan City School District has policies in place to protect student privacy as required by both state and Federal law. School will directly notify you of the specific or approximate dates of activities which involve the collection or use of protected information, and provide an opportunity to opt your student out of participating in such activities.

Parents who believe their rights have been violated may contact the school’s administration or file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920
(202) 260-3887

Informal inquires may be sent to FPCO via the following email address: PPRA@ED.Gov.

RELIGIOUS EXPRESSION IN PUBLIC SCHOOLS

In compliance with existing federal and state law regarding religion and religious expression in public schools, the District or school may neither advance nor inhibit religion. It is the District’s policy to: 1) allow students and employees to engage in expression of personal religious views or beliefs within the parameters of current law, and 2) maintain the schools official neutrality regarding sectarian religious issues according to the constitutional principle of separation between church and state.

RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

- (1) The right to inspect and review the student’s education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- (2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask Logan City School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identifying the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- (3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interest. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

NOTE: Personal information about students, known as “directory information”, can be made public. This information may include a student’s name, address, telephone number, email address, photographs, date and place of birth, grade level, awards, honors and other information typically found in school yearbooks, athletic programs, honor rolls or class/school contests. If parents do not wish this information to be made public, the school must be contacted within 15 days of this notice. Any parents who have concerns regarding photographs or videos of students in activities or events should contact the principal. Additionally, federal law requires that the district/school provide military recruiters with three directory information categories - names, addresses and telephone numbers – unless parents have advised the school that they do not want such information disclosed without their prior written consent.

HOMELESS STUDENT ELIGIBILITY POLICY

The Board recognizes the importance of requiring and maintaining necessary records for all students. However, the Board also recognizes the importance of removing barriers for homeless students to enroll and participate in school. "Homeless students" means individuals who lack a fixed, regular, and adequate nighttime residence; and includes children who are: 1) temporarily living with a friend, relative, or someone else because they lost their home or can't afford housing; 2) staying in a motel, hotel, trailer park, or camping ground due to the lack of alternative accommodations; 3) living in a transitional shelter; 4) living in a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; 5) migratory children who qualify as homeless because they are living in circumstances described above. Under the McKinney-Vento Act, homeless students are entitled to immediate enrollment and full participation even if they are unable to produce records normally required for enrollment, such as previous academic records, medical records, proof of residency, birth certificate, or other documentation. 42 U.S.C. Section 11432 (g) (3)(C) and (g)(1)(H)(I)

1. Homeless students shall be enrolled immediately.
2. Homeless students will be granted full participation in school activities and programs. They cannot be excluded based on their inability to present the following information:
 - a. Immunization records
 - b. Medical records
 - c. Birth certificate
 - d. Previous school records or transcripts
 - e. Guardianship records
 - f. Proof of residency
 - g. Other required documentation
3. Homeless students have three options for choice of school to attend:
 - a. School of origin (the school the child has attended when permanently housed),
 - b. School of origin (the school the child last attended)
 - c. The school closest to the shelter or other temporary housing. "School of Origin" means the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.
4. The school will continue efforts to assist the student in completing necessary and important records especially all immunization information.