

Board Review Policy and Procedures

Under this Board Review Policy and Procedure (hereinafter "Policy"), students, their parent(s) or guardian(s), employees of the District, or community members may and should follow the procedures contained herein if they believe the Board of Education of Golf School District No. 67 (hereinafter "Board"), its employees or agents have violated their rights guaranteed by sections of (i) the State or federal Constitution (ii) State or federal statute, or (iii) another Board policy that expressly require the Board to hear an appeal of the administration's decision. The right to file a complaint hereunder and appeal to the Board is reserved to only complaints alleging violation of the following:

1. Title II of the American with Disabilities Act;
2. Title IX of the Education Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Claims of sexual harassment under the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972;
5. Claims involving student discipline under section of the Illinois School Code;
6. Claims involving the Board's determination of non-residence or purposes of charging tuition under section 10-20.12a of the Illinois School Code;
7. Claims involving teacher suspension or dismissal;
8. Claims involving the Board's reclassification of a principal under section 10-23.8b of the Illinois School Code; and
9. Claims involving any other laws or policies that expressly require the Board to hear an appeal of the administration's decision.

The Complaint Manager will endeavor to respond to and amicably resolve complaints without resorting to this Policy.

1. Filing A Complaint

A person (hereinafter "Complainant") who wishes to avail himself or herself of this Policy may do so by filing a written complaint with any Complaint Manager setting forth the relevant facts, the legal basis of the claim and the remedy sought. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender. The Complaint Manager may request the Complainant to provide a written statement setting forth with detailed particularity and specificity the nature of the complaint. In addition, the Complaint Manager may require a meeting with the parent(s) and/or guardian(s) of student, if applicable and appropriate. The Complaint Manager may assist the Complainant in filing a complaint, but need not do so.

2. Investigation

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The complaint and identity of the Complainant will not be disclosed except

(i) as required by law or this Policy, (ii) as necessary to fully investigate the complaint or (iii) as authorized by the Complainant. The Complaint Manager shall file a written report of his or her findings with the Superintendent. If a complaint of sexual harassment contains allegations involving the Superintendent, the written report shall be filed with the Board, which shall render a decision in accordance with Section 3 of this Policy. The Superintendent will keep the Board informed of all complaints.

3. Decision and Appeal

After receipt of the Complaint Manager's report, the Superintendent shall render a written decision, which shall be provided to the Complainant. If the Complainant is not satisfied with the decision, the Complainant may appeal the decision to the Board by making a written request to the Superintendent.

The Superintendent shall be responsible for promptly forwarding all materials relative to the complaint and appeal to the Board. Thereafter, the Board shall render a written decision, which shall be provided to the Complainant. This Policy shall not be construed to create an independent right to a Board hearing, and only administrative decisions on complaints alleging a violation of one or more of the rights listed above may be appealed to the Board.

Appointing Complaint Managers

The Superintendent shall appoint at least two Complaint Managers, one of each gender, who are normally readily available during school hours. If the District has a Nondiscrimination Coordinator, that person may also be a Complaint Manager. The Superintendent shall insert into this Policy the names, addresses, and telephone number of current Complaint Managers.

Name	Address	City, State, Zip	Telephone Nos.	
John Reiniche	9401 Waukegan Road	Morton Grove, IL 60053	W: 847/966-8200	C: 708/738-7401
Karen Chvojka	9401 Waukegan Road	Morton Grove, IL 60053	W: 847/965-3740	C: 847/644-3262
Carol Westley	9000 Belleforte Avenue	Morton Grove, IL 60053	W: 847/965-4500	C: 847/710-0666

ADOPTED: September 18, 1997

REVISED: January 19, 2012; March 20, 2014