

Equal Educational Opportunity

The Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, or any other legally protected characteristics, in its programs and activities, including employment opportunities.

If any person believes that the Hudson Area School District or any of the district's staff has inadequately applied the principles and/or regulations of Title II, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973, The Age Act and The Americans with Disabilities Act, s/he may bring forward a complaint to the district's Civil Rights Coordinators, 1)Dr. Michael Osborne, Superintendent, or 2)Mrs. Jackie Bowen, Business Manager, Hudson Area Schools, 781 N. Maple Grove Ave.,(550 E. Main St. for CSI students and parents) Hudson, MI 49247 (517-448-8912).

Compliance Officer

Any person who believes that s/he has been discriminated against on the basis of the aforementioned at school or a school activity should contact the School District's Compliance Officers listed above.

Grievance Procedures

If any person believes that Hudson Area Schools or any of the District's staff has inadequately applied the principles and/or regulations of (1) Title II, Title VI of the Civil Rights Act of 1964, and Title VII of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) Section 504 of the Rehabilitation Act of 1973, (4) The Age Act, and (5) The Americans with Disabilities Act, s/he may bring forward a complaint, which shall be referred to as a grievance, to the District's Civil Rights Coordinators, Dr. Michael Osborne or Mrs. Jackie Bowen. The person who believes s/he has a valid basis for grievance shall discuss the grievance informally and on a verbal basis with the local Civil Rights Coordinator(s), who shall in turn investigate the complaint and reply with an answer to the complainant. S/He may initiate formal procedures according to the following steps: *Step 1:* A written statement of the grievance signed by the complainant shall be submitted to the local Civil Rights Coordinator(s) within five business days of receipt of answers to the informal complaint. The Coordinator(s) shall further investigate the matters of grievance and reply in writing to the complainant within five business days. *Step 2:* If the complainant wishes to appeal the decision of the local Civil Rights Coordinator(s), s/he may submit a signed statement of appeal to the Superintendent of Schools within five business days after receipt of the Coordinator's response. The Superintendent shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant within ten business days. *Step 3:* If the complainant remains unsatisfied, s/he may appeal through a signed written statement to the Board of Education within five business days of his/her receipt of the Superintendent's response in step two. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within forty days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten business days of this meeting. *Step 4:* If at this point the grievance has not been satisfactorily settled, further appeal may be made to the U.S. Department of Education, Office of Civil Rights, Plaza Nine Building, Room 300, 55 Erieview Plaza, Cleveland, Ohio 44114. Inquiries concerning the nondiscriminatory policy may be directed to Director, Office for Civil Rights, Department of Education, Washington, D.C. 20201. The local Coordinator, on request, will provide a copy of the District's grievance procedure and investigate all complaints in accordance with this procedure. A copy of each of the Acts and the regulations, on which this notice is based, may be found in the Civil Rights Coordinator's office.

Drug-Free Schools

In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs includes any alcoholic beverage,

anabolic steroid, dangerous controlled substance as defined by State statute, or substance that could be considered a “look-a-like” controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by State law, the District will also notify law enforcement officials.

We are concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which she/he receives help through programs and services available in the community. Students and their parents should contact the principal or counselor whenever such help is needed. Please contact the building principal if you have any questions or concerns regarding this matter.

Bloodborne Pathogens

Guidelines have been established so that the District can comply with Federal regulations for protecting individuals against exposure to blood pathogens and other infectious materials which can cause Hepatitis B and/or HIV viruses. A plan has been designed to identify likely situations where staff members could be exposed, to describe how such situations can be minimized, and the ways in which exposure will be managed. Part of the federally mandated procedures include a requirement that the District request permission from the parents of the student who was bleeding to consent to be tested for HBV and HIV. This information would then be provided both to the exposed employee and the treating physician to determine proper medical treatment.

Asbestos Information

In compliance with the 1989 U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), we have performed inspections of each of our school buildings for asbestos containing materials. The inspection findings and asbestos management plans are on file in the school administrative office. The EPA requires us to perform re-inspections of the asbestos materials every three years. The three-year re-inspection was performed by an accredited asbestos inspector in July 2016. We performed the six-month periodic surveillance as required by AHERA regulations in July 2017. Asbestos materials in the District are in good condition and we will continue to manage them in place or remove as recommend and approved. The results of the re-inspections and management plans are on file in the administrative office. Everyone is welcome to view these at any time during normal school hours (M-F, 8 AM – 3:30 PM). You may contact Gregg Durling, Director of Operations at 517-448-8912 to answer any questions you may have about asbestos in our buildings.

Use of Pesticides

Pesticides are periodically applied to school property. Pesticides are usually applied during non-school hours. Parents/Guardians may request an Advisory Form from the administration office, by calling 517-448-8912 ext. 227. The Advisory Form will provide prior information on any application of an insecticide, fungicide, or herbicide made to the school grounds or buildings during this school year. In certain emergencies, pesticides may be applied without prior notice to prevent injury to students. Advisory Form participants will be notified following any such application.

MSDS (Material Safety Data Sheets)

Under Section 313 Community Right-to-Know Act, Material Safety Data Sheets are available for your viewing upon request.

Student Records (FERPA)

The School District maintains many student records including both directory information and confidential information.

"Directory Information" includes: student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight of athletes, dates of attendance, date of graduation, honors and awards, and

scholarships. "Directory Information" can be provided upon request to any individual, other than a for profit organization. Parents may refuse to allow the Board to disclose any or all of such "Directory Information" upon written notification to the Board. For further information about the items included within the category of directory information and instructions on how to prohibit its release you may wish to consult the Board's annual Family Education Rights and Privacy Act (FERPA) notice which can be found in each school and central office. Access to all other student records, other than directory information, is protected by (FERPA) and Michigan law. Except in limited circumstances as specifically defined in State and Federal law, the School District is prohibited from releasing confidential education records to any outside individual or organization without the prior written consent of the parents, or the adult student, as well as those individuals who have matriculated and entered a postsecondary educational institution at any age.

Confidential records include test scores, psychological reports, behavioral data, disciplinary records, and communications with family and outside service providers. Students and parents have the right to review and receive copies of all educational records. Costs for copies of records may be charged to the parent. To review student records please provide a written notice identifying requested student records to the Superintendent. You will be given an appointment with the appropriate person to answer any questions and to review the requested student records.

The Family Policy Compliance Office in the U.S. Department of Education administers both FERPA and PPRA. Parents and/or eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW 20202-4605
Washington, D.C.
www.ed.gov/offices/OM/fpc

PUBLIC ACT 198 OF 1971: Public Act 198 of 1971, the mandatory Special Education Act, establishes the right to handicapped person(s) from birth through the age of 25, to equal opportunity within the public schools. This means that handicapped children do not need to wait until they are school age to benefit from Special Education Services.

It is important that help be obtained for the handicapped at the earliest possible age. In the State of Michigan, this help is free and is available through your public schools.

A team of educational specialists evaluate the child to determine the type and degree of disability and the best kind of program placement. This evaluation often includes medical specialists. Pre-primary special education services are available for: emotionally impaired, mentally impaired, physically & otherwise health impaired, hearing impaired, visually impaired, speech & language impaired, specific learning disabled. If you know a preschool child who may benefit from these services, please call 517/448-8912 or write to:

Dr. Michael Osborne, Superintendent
781 N. Maple Grove Avenue
Hudson, MI 49247