



NONDISCRIMINATION & EQUAL EMPLOYMENT OPPORTUNITY BOARD POLICIES 3115, 4101, 5202

The Lenawee Intermediate School District does not discriminate on the basis of race, color, national origin, religion, sex (including pregnancy, gender identity, or sexual orientation), marital status, disability, or any other legally prohibited basis in admission or access to District programs and activities.

The LISD is also committed to equal employment opportunity and compliance with federal, state, and local laws that prohibit workplace discrimination, unlawful harassment, and unlawful retaliation based on any protected class or activity.

Relevant Board of Education Policies

[Board Policy 3115 – Nondiscrimination](#)

[Board Policy 4101 – Nondiscrimination \(against employees\)](#)

[Board Policy – 5202 – Unlawful Discrimination, Harassment, and Retaliation Against Students](#)

District Compliance Officers

The Board designates the following individuals to serve as the District's "Compliance Officers" (also known as "Civil Rights Coordinators") (hereinafter referred to as the "COs").

Heather Reau, Special Education Coordinator of Compliance
2946 Sutton Road, Adrian, Michigan 49221
Heather.Reau@lisd.us | 517.266.6973

Daniel Garno, Executive Director, Staff Resources
4107 N. Adrian Highway, Adrian, Michigan 49221
Dan.Garno@lisd.us | 517.265.1608

Reports and Complaints of Unlawful Discrimination and Retaliation

Board members, administrators, and supervisors must promptly report incidents of unlawful discrimination and retaliation. This duty to report applies to unlawful discrimination and retaliation that the Board member, administrator, or supervisor observes or about which he/she receives information.

Board members, administrators, or supervisors who receive a complaint alleging a violation of the LISD's Nondiscrimination policies must promptly report the complaint, in writing, to a District Compliance Officer as soon as reasonably possible.

Any person may also contact the Office for Civil Rights, U.S. Department of Education ("OCR"), by email at OCR.Cleveland@ed.gov, by telephone at (216) 522-4970, or by fax at (216) 522-2573 regarding compliance with the regulations implementing Title VI, Title IX, Section 504, or any other applicable laws for which OCR has jurisdiction.

Complaint Procedure

A Board member, employee, employment applicant, student, volunteer, or any other person who believes he/she has been the subject of unlawful discrimination, including unlawful harassment, or retaliation must timely file a complaint, preferably within 10 business days of the alleged or suspected violation or when the reporter obtained knowledge of the alleged or suspected violation with one or both of the District's Compliance Officers.

A complaint against a District Compliance Officer(s) must be made to the Superintendent or President of the Board of Education. A complaint against the Superintendent must be made to the President of the Board of Education. A complaint against the President of the Board of Education must be made to the Vice President of the Board of Education.

Investigation Procedures

Except as required by law or Board Policy, the LISD will typically follow these investigation procedures:

1. A written or verbal report (including an anonymous report) of discrimination, including unlawful harassment, or retaliation will be investigated promptly and thoroughly.
2. An impartial investigator will investigate the complaint and, if appropriate, notify law enforcement. A third-party investigator may be appointed to investigate the complaint. The investigator(s) should consult with legal counsel in appropriate cases.
3. The investigator(s) will determine the relevant and appropriate witnesses to be interviewed based on the allegations, Board policy, and the law, and use reasonable efforts to do so. In most cases, the Complainant(s) and the Respondent(s) will be interviewed. The investigator(s) should remind interviewees to maintain confidentiality to the extent permitted by law.
4. Complaints, evidence, witness statements, investigation notes, and findings will be maintained in a confidential manner and protected from disclosure to the extent permitted by law.
5. The preponderance of the evidence (i.e., more likely than not) standard of proof will be used to determine whether discrimination, including unlawful harassment, or retaliation occurred.
6. The investigator(s) may create an investigation report of factual conclusions and findings.
7. The outcome of the investigation will be reported to the Complainant(s) and the Respondent(s).

Remedies

The LISD will take prompt and appropriate remedial action to address substantiated instances of discrimination, including unlawful harassment, or retaliation. Remediation may include restorative practices, training, counseling, discipline, transfer, demotion, discharge, or other action as deemed appropriate.

Retaliation

Retaliation against an investigation participant is prohibited. Any person who unlawfully retaliates is subject to discipline, including discharge of employment if the individual is a District employee.