

SECTION 504 PROCEDURAL SAFEGUARDS/PARENTS RIGHTS KLAMATH FALLS CITY SCHOOLS

The District shall provide parents/guardians with notification of their rights under Section 504:

1. When the District makes determinations regarding the identification, evaluation or placement of a student suspected of having a disability.
2. When eligibility is determined.
3. When a plan is developed.
4. Before there is a significant change in placement.

Notification should include the following rights under Section 504:

1. Right to file a grievance with the school district through the District's complaint procedure over an alleged Section 504 violation. (See Appendix for policies AC and AC-AR)
2. Right to have an evaluation that draws on information from a variety of sources.
3. Right to be informed of any proposed actions related to eligibility and plan for services.
4. Right to examine all relevant records.
5. Right to receive all information in the parent's/guardian's native language and primary mode of communication.
6. Right to periodic re-evaluations and an evaluation before any significant change in program/service modifications.
7. Right to an impartial hearing if there is disagreement with the school district's proposed action.
8. Right to be represented by counsel in the impartial hearing process.
9. Right to appeal the impartial hearing officer's decision.

Section 504 regulations do **not** define "impartial". However, in similar processes, impartial has been defined as a person not employed by or under contract with the district in any capacity.

Section 504 regulations do **not** require that the selection of the hearing officer be a mutually agreed upon decision between the school district and the parents/guardians.

Section 504 Coordinator: **Shelly Hunt, Director of Special Services, (541) 883-4745**