



## **ADA PROGRAM ACCESSIBILITY GRIEVANCE PROCEDURES**

The Cobb County School District has adopted an internal program accessibility grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the U.S. Department of Justice regulations implementing Title II of the Americans with Disabilities Act (ADA). Title II states, in part, that "no otherwise qualified disabled individual shall, solely by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination" in programs or activities sponsored by a public entity.

Program accessibility complaints should be addressed to: Assistant Superintendent, Special Student Services, who has been designated to coordinate Title II ADA compliance efforts.

1. The complaint must be filed in writing with the name and address of the person filing it, and a brief description of the alleged violation of ADA Title II regulations.
2. The complaint must be filed within ten (10) days after the complainant becomes aware of the alleged violation.
3. An investigation, as may be appropriate, shall follow a filing of the complaint. The investigation shall be conducted by the Assistant Superintendent. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.
4. A written determination as to the validity of the complaint and a description of the resolution, if any, shall be issued by the Assistant Superintendent and a copy forwarded to the complainant no later than ten (10) days after its filing.
5. The ADA coordinator shall maintain the files and records of the Cobb County School District relating to the complaints filed.
6. The complainant may request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made within ten (10) working days to the Superintendent or designee.
7. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of an ADA complaint with the responsible federal department or agency. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies.
8. These rules shall be construed to protect the substantive rights of interested persons to meet appropriate due process standards and to assure that the Cobb County School District complies with the ADA and implementing regulations.

Effective: 7/11/92  
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