

**NOTICE OF PARENT AND STUDENT RIGHTS
UNDER SECTION 504
REHABILITATION ACT OF 1973**

Section 504 of the Rehabilitation Act of 1973 is a non-discrimination statute barring discrimination on the basis of one's disability. Section 504 states: *No otherwise qualified individual with a disability shall solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination any program or activity receiving Federal financial assistance.* Under Section 504, a person is considered disabled if s/he suffers from a physical or mental impairment that substantially limits one or more major life activities, including but not limited to learning, walking, breathing, eating, working, and seeing.

The purpose of this notice is to inform parents and students of their entitlement to the following rights under Section 504:

1. You have a right to be informed by the school district of your rights under Section 504. (The purpose of this document is to advise you of those rights.)
2. Your child has the right to a free appropriate public education designed to meet his/her individual educational needs as adequately as the needs of non-disabled students are met.
3. Your child has the right to free educational services except for those fees that are imposed on non-disabled students or their parents.
4. Your child has a right to be educated with children who are not disabled, to the maximum extent appropriate.
5. Your child has a right to facilities, services and activities that are comparable to those provided for non-disabled students.
6. Your child has a right to an evaluation prior to an Initial Section 504 placement and any subsequent significant change in placement. You also have the right to request such an evaluation.
7. You have the right to receive notice and offer consent with respect to decisions regarding formal identification, evaluation and placement of your child.
8. Evaluation and placement decisions must be made by a group of persons (i.e., the Section 504 Committee), including persons knowledgeable about your child, the meaning of the evaluation data, the placement options, and the legal requirements for least restrictive environment and comparable facilities.
9. If eligible under Section 504, your child has a right to periodic formal or informal re-evaluations, generally every three years.
10. You have the right to notice prior to any action by the district in regard to the identification, evaluation, or placement of your child.

11. You have the right to examine relevant records and documents regarding your child.
12. You have the right to file a grievance if you believe that your child is being discriminated against on the basis of a disability. You may file a grievance of complaint with the district's Section 504 Coordinator (or designee), who will investigate the allegations to the extent warranted by the nature of the complaint in an effort to reach a prompt and equitable resolution. Please also see Policy 4 – 7.

The Section 504 Coordinator for the Union County Public Schools is:

Ms. Debbie J. Taylor
Union County Public Schools
400 North Church Street
Monroe, NC 28112
Phone: 704.296.1005

13. You have the right to an impartial due process hearing with the Superintendent's designee in regard to your child's identification, evaluation, or educational placement under Section 504. You and your child may take part in the hearing and be represented by counsel, if you choose to hire one. To do so, you should file a written Notice of Appeal with the Superintendent's designee after you receive written notice of the Section 504 Committee's action (s).

The Superintendent's designee is:

Dr. Denise Patterson
Union County Public Schools
400 North Church Street
Monroe, NC 28112
Phone: 704.290.1557

14. You have a right to file an appeal in accordance with the following Union County Public Schools Policy 4 – 18.

15. You also have a right to file a complaint with the Office for Civil Rights.

Office for Civil Rights, U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-1475
Telephone: 202-453-6020
FAX: 202-453-6021; TDD: 877-521-2172
Email: OCR.DC@ed.gov

In compliance with federal law, Union County Public School system administers all educational programs, employment activities, and admissions without discrimination because of race, religion, national or ethnic origin, color, age, military service, disability, or gender, except where exemption is appropriate and allowed by law.

Revised May 17, 2011