

Holbrook Public Schools

**COMPLAINT PROCEDURE FOR DISCRIMINATION**

Any student or staff member who feels he or she has been a victim of discrimination because of race, religion, national origin, disability, sexual orientation or gender bias, should make a report to the Complaint Officer, Director of Pupil Personnel Services, 781-767-1226, or the Building Principal. Civil Rights Complaint Forms are available in all school principal's offices and in the central office.

**ALTERNATIVE COMPLAINT PROCEDURES**

In addition to, or instead of, filing a discrimination complaint through this policy, a person may choose to exercise other options, including but not limited to filing a complaint with outside agencies or filing a private lawsuit.

**Civil Rights Violations Agencies**

Massachusetts Department of Education (DOE)

350 Main Street  
Malden, MA 02148  
781-388-3000

The state DOE's Problem Resolution System allows students, parents and others to file a complaint if they believe they have been harassed or discriminated against.

Massachusetts Office of the Attorney General, Civil Rights Division

One Ashburton Place  
Boston, MA 02108  
617-727-2200

The Attorney General's Civil Rights Division reviews complaints of harassment, intimidation and discrimination in schools and determines appropriate legal action, including obtaining a restraining order.

United States Department of Education, Office for Civil Rights

John W. McCormack Building  
Post Office and Court House, Room 701  
Boston, MA 02109

The Office of Civil Rights receives and investigates complaints of discrimination and harassment.

Massachusetts Commission Against Discrimination (MCAD)

One Ashburton Place  
Boston, MA 02108  
617-727-3990 or 413-739-2145

The MCAD investigates complaints about discrimination in any public school program or course of study. Filing must occur within 6 months of the alleged discriminatory educational practice or harassment incident.

Massachusetts Department of Social Services (DSS)  
1-800-KIDS-508: Statewide Child Abuse/Neglect Reporting Line  
1-800-792-5200: Child at Risk Hotline/evenings, nights and weekends

DSS investigates reports involving a student under 18 years old who suffers physical or emotional injury from abuse (including sexual abuse) or severe neglect (including malnutrition).

United States Department of Justice  
Community Relations Service (CRS)  
99 Summer Street, Suite 1820  
Boston, MA 02110  
617-424-5715

CRS is a specialized federal conciliation service that assists school districts to manage and prevent racial and ethnic conflicts and disruptions in schools.

SOURCE: Holbrook Public Schools Civil Rights Training Packet

LEGAL REFS.: Title VI, Civil Rights Act of 1964  
Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972  
Executive Order 11246, as amended by E.O. 11375  
Equal Pay Act, as amended by the Education Amendments of 1972  
Title IX, Education Amendments of 1972  
Rehabilitation Act of 1973  
Education for All Handicapped Children Act of 1975  
M.G.L. 71B:1 et seq. (Chapter 766 of the Acts of 1972)  
M.G.L. 76:5; Amended 1993  
M.G.L.76:16 (Chapter 622 of the Acts of 1971)  
Board of Education Chapter 622 Regulations Pertaining to Access to Equal Educational Opportunity, adopted 6/24/75, as amended 10/24/78  
Board of Education 603 CMR 26:00  
Board of Education Chapter 766 Regulations, adopted 10/74, as amended through 3/28/78

CROSS REFS.: ACA- ACE, Subcategories for Nondiscrimination  
GBA, Equal Employment Opportunity  
JB, Equal Educational Opportunities

Adopted: March 19, 2008  
Amended: April 14, 2010, March 23, 2017