

Dispute Resolution

What if I disagree with decisions made by the Section 504 team?

Start by discussing your concerns with your child's counselor.

If the dispute remains unresolved at the school level, other dispute resolution options are:

The district's Section 504 grievance procedure can be found at:

www.asd20.org; click Policies on the left. Click the Policies tab, and search AC, AC E 2, and AC R

- Due process hearing process.
- Office for Civil Rights complaint.
- Federal Court.

For more detailed information or assistance, contact your school's counselor or contact the Academy District 20 §504 Coordinator.

Academy District 20 Section 504 Coordinator

**Becky Allan,
Executive Director for
Learning Services
Section 504 Coordinator**

**Academy School District 20
1110 Chapel Hills Drive
Colorado Springs, CO 80920
719.234.1312**

The Office for Civil Rights

U.S. Department of Education
Office for Civil Rights
Cesar E. Chavez Memorial Building
1224 Speer Boulevard, Suite 310
Denver, CO 80204-3582

Telephone: 303-844-5695
FAX: 303-844-4303
Email: OCR.Denver@ed.gov



Academy School District 20 does not discriminate on the basis of race, color, religion, creed, national origin, sex, sexual orientation, disability, or age in its programs, activities, operations and employment decisions. The following person has been designated to handle inquiries regarding the non-discrimination policies related to Section 504:

Executive Director for Learning Services
1110 Chapel Hills Dr., Colorado Springs, CO 80920
719-234-1312



**1110 Chapel Hills Drive
Colorado Springs, CO 80920**

**Section 504
1973 Rehabilitation Act**

Parent Information

Dr. Mark Hatchell
Superintendent of Schools

Section 504 Q & A

Section 504 of the 1973 Rehabilitation Act prohibits discrimination

Who is a student with a disability?

A “student with a disability” has a mental or physical impairment that *substantially limits one or more major life activities/bodily functions*.

- *Major life activities* include but are not limited to such functions as learning, reading, concentration, thinking, sleeping and major bodily functions, etc.
- A *substantial limitation* is the inability to perform a major life activity that most average students can perform.

Eligible students may be entitled to special education (e.g., reading or writing services) or related aids and services (e.g., accommodations or academic adjustments) that ensure they have the opportunities afforded students without disabilities.

Students with a *record* of a disability or who are *regarded as disabled* are not entitled to accommodations, but are protected from discrimination.

Who should I contact if I suspect my child has a disability?

You may start the process by contacting your child's principal, school counselor, or the Academy District 20 Section 504 Coordinator.

What steps are taken to determine if my child is eligible?

In addition to assistance from the Problem Solving Team, the referral to placement process involves the following steps: (1) a referral to either the school's Problem Solving Team or the §504 team, (2) an evaluation, (3) eligibility determination, and (4) development of a plan to provide special education or related aids and services for eligible students.

What is the Problem Solving Team (PST)?

The PST, made up of teachers, school administrator, school counselor, nurses and others, develops and applies interventions to increase student opportunities for students to be successful.

When is an evaluation required?

An evaluation of data from a variety of sources is required to determine if a student with a disability needs or is believed to need special education or related aids and services under §504. Evaluations must be sufficient in scope to address the areas of concern.

Does a physician's diagnosis mean automatic §504 eligibility?

No. Section 504 eligibility is based on a review of the body of evidence. A physician's diagnosis, standing alone, is not generally enough to establish a disability, as defined by Section 504.

How am I involved in the referral and placement process?

Parents are members of the §504 team and are encouraged to actively participate in the referral to placement process.

Who makes eligibility and accommodation decisions?

The §504 team is made up of those knowledgeable about the child, the meaning of evaluation data, and placement options. The team makes evaluation and eligibility decisions and develops a plan of accommodations and services for students with disabilities who need special education or related aids and services.