



**Date:** September 2022  
**To:** District Administrators  
**From:** Paul Manriquez, Assistant State Superintendent, Division for Learning Support   
**Subject:** Annual Pupil Nondiscrimination and Educational Equity Report for 2021-22 School Year  
**Response due December 23, 2022**

Pursuant to Wis. Admin Code § PI 9.07, districts are required to complete and submit annually to the Department of Public Instruction (department) a pupil nondiscrimination and educational equity report, which identifies the name of the employee designated to receive discrimination complaints, the number of complaints received during the year, a description of each complaint, and its status. The type and number of discrimination complaints received by school districts is a matter of interest to the Wisconsin State Legislature and the department; the information is included in the department's required biennial report to the legislature.

In the report, your district will identify the name and contact information for the staff person(s) designated to receive discrimination complaints filed under s. 118.13, Wis. Stats., Wisconsin's pupil nondiscrimination law. Your district will also indicate whether the district has recently revised its pupil nondiscrimination policies and procedures. Finally, your district will report the number and type of discrimination complaints received during the preceding school year (July 1, 2021, through June 30, 2022). In this section, **ALL** verbal and written complaints of discrimination and harassment should be noted, including those that were handled informally or were withdrawn.

Instructions for assembling the required data and obtaining access to the reporting application are available at: <https://dpi.wi.gov/sped/pupil-nondiscrimination/pi9-07>.

We welcome comments regarding our process for collecting this required data. If you have comments, questions, or concerns about the pupil nondiscrimination report, please contact Paul Sherman, Consultant, Pupil Nondiscrimination Program, at (608) 267-9157 or [paul.sherman@dpi.wi.gov](mailto:paul.sherman@dpi.wi.gov). Thank you for your efforts in completing this report.