



INSTRUCTIONS:
 Complete and return by **May 30, 2024**, to:

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION
PUPIL NONDISCRIMINATION PROGRAM
SPECIAL EDUCATION TEAM
P.O. BOX 7841
MADISON, WI 53707-7841

I. GENERAL INFORMATION	
School District	Address <i>Street, City, State, Zip</i>
II. ASSURANCES	

Check all appropriate checkboxes.

The district assures that it evaluated the status of nondiscrimination and equality of educational opportunity in the school district.

I HEREBY CERTIFY, on behalf of the school district named below, that the school district reviewed, and revised as appropriate, the school board policies and administrative procedures required by sections PI 9.03, PI 9.04, and PI 9.05 of the Wisconsin Administrative Code and verifies:

- School board policies prohibiting discrimination against pupils include the areas specified in Wis. Admin. Code § PI 9.03(1)(a)-(i).
- The school district has designated an employee to receive complaints of pupil discrimination as required by Wis. Admin. Code § PI 9.04(1).
- The school district's pupil discrimination complaint procedure specifies that complaints will be acknowledged in writing within 45 days of receipt and resolved within 90 days unless the parties agree to an extension of time as required by Wis. Admin. Code § PI 9.04(2).
- The school district's pupil discrimination complaint procedure specifies that a complainant be notified of their right to appeal a negative determination by the school board to the state superintendent and the procedures for making the appeal as required by Wis. Admin. Code § PI 9.04(3).
- The school district annually provides public notice of its pupil discrimination policies and procedures and contact information for the employee designated to receive complaints of pupil discrimination as required by Wis. Admin. Code § PI 9.05(1).
- The school district includes a pupil nondiscrimination statement on pupil and staff handbooks, course selection handbooks and other published materials distributed to the public describing school activities and opportunities as required by Wis. Admin. Code § PI 9.05(2).
- The school district includes the pupil discrimination complaint procedure in pupil and staff handbooks as required by Wis. Admin. Code § PI 9.05(3).

I FURTHER CERTIFY the school district evaluated enrollment trends and patterns in classes and programs as required by Wis. Admin. Code § PI 9.06(1)(b).

I FURTHER CERTIFY the school district reviewed and, if appropriate revised, its policies, procedures, and practices related to the methods, practices, curriculum and materials used in instruction, counseling, and pupil assessment and testing as required by Wis. Admin. Code § PI 9.06(1)(c).

I FURTHER CERTIFY the school district reviewed trends and patterns of disciplinary actions, including suspensions, expulsions, and handling of pupil harassment as required by Wis. Admin. Code § PI 9.06(1)(d).

I FURTHER CERTIFY the school district reviewed and, if appropriate revised, its policies, procedures, and practices related to the participation trends and patterns and school district support of athletic, extracurricular, and recreational activities as required by Wis. Admin. Code § PI 9.06(1)(e).

I FURTHER CERTIFY the school district reviewed and, if appropriate revised, its policies, procedures, and practices related to the trends and patterns in awarding scholarships and other forms of recognition and achievement provided or administered by the district as required by Wis. Admin. Code § PI 9.06(1)(f).

I FURTHER CERTIFY the school district reviewed its efforts to achieve equality of educational opportunity and nondiscrimination as required by Wis. Admin. Code § PI 9.06(1)(g).

I FURTHER CERTIFY the school district reviewed school district technology, including electronic communications by school district staff as required by Wis. Admin. Code § PI 9.06(1)(h).

II. ASSURANCES (cont.)

- The district assures that, as it conducted the evaluation, the district provided an opportunity for participation by pupils, teachers, administrators, parents/guardians, and residents of the school district as required by Wis. Admin. Code § PI 9.06(2).
- The district assures that it prepared a written report of the evaluation which shall be available for examination by residents of the school district as required by Wis. Admin. Code § PI 9.06(3).

I HEREBY CERTIFY, on behalf of the school district named above/below, that a written report of the evaluation will be maintained at the district.

I FURTHER CERTIFY that, upon request, the school district will provide a complete copy of the evaluation report to the Department.

III. SIGNATURE

Administrator Name *Type or Print*

Signature of School District Administrator

Date *Mo./Day/Yr.*

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