

The purpose of this Notice is to inform parents/guardians and students of their rights under Section 504 of the Rehabilitation Act of 1973. Section 504 is a civil rights law that prohibits discrimination based on disability. Minneapolis Public Schools provides you, as the parent or guardian of a student, with the following procedural rights:

1. You have a right to receive a copy of this Notice when the District identifies, evaluates, refuses to evaluate, makes a new educational placement, denies a new educational placement or makes any significant change in the placement of your child because of your child's disability.
2. You have the right to an evaluation of your child if the District has reason to believe that your child has a mental or physical impairment that substantially limits a major life activity. You also have this right before any plan for accommodation and before any significant change in educational placement (for example, a referral for expulsion).
3. Your child has the right to a free appropriate public education. You are responsible for the same costs as the parents/guardians of children who are not disabled (for example, field trip fees or lost book fees).
4. To the maximum extent appropriate, your child has the right to be educated with non-disabled peers.
5. You have the right to examine all relevant records the school maintains about your child.
6. You have the right to an impartial due process hearing if you wish to contest any action with regard to your child's identification, evaluation or placement under Section 504. You have the right to participate personally at the hearing and to be represented by an attorney, if you wish to hire one.
7. If you wish to contest an action taken by the Section 504 Team by means of an impartial due process hearing, you must submit a Notice of Appeal or a Request for Hearing to the District Section 504 Coordinator at:

Amber Spaniol Director, Nursing Services
District Section 504 Coordinator
Minneapolis Public Schools
1250 W. Broadway Avenue
Minneapolis, MN 55411

P: 612/668-5343
F: 612/668-0855
E: amber.spaniol@mpls.k12.mn.us

A date will be set for the hearing and an impartial hearing officer will be appointed. You will be notified in writing of the hearing date, time and place. If you disagree with the decision of the hearing officer, you have a right to seek a review of that decision by filing a complaint with the federal court.

8. You have the right to contest any actions such as identification, evaluation or placement with regards to your child's 504 Plan through the District's Grievance Procedure, a copy of which can be found on the District's Section 504 website or through request from the District Section 504 Coordinator. You may present other complaints or grievances to the District 504 Coordinator, as well.
9. You also have a right to file a complaint with the Office for Civil Rights (OCR) of the U.S. Department of Education.

Office for Civil Rights, Chicago Office
U.S. Department of Education
500 W. Madison Street, Suite 1475
Chicago, IL 60661

P: 312/730-1560
TDD: 800/877-8339
F: 312/730-1576
E: OCR.Chicago@ed.gov

10. When a student reaches the age of majority at 18 years old (Age of Majority 18 (§645.45(14))), all rights under Section 504 transfer from the parents to the student, unless the Minneapolis Public Schools is provided an official copy of a court order designating a guardian or conservator for the student.
11. Some students, children and youth aged 3 – 21, with medical or mental health disabilities, may qualify to receive Special Education Services on an Individual Education Plan, based on an educational disability, under the Individuals with Disabilities Education Act (IDEA). You may locate a Notice of Procedural Safeguards – Parental Rights for Special Education at this link: http://spced.mpls.k12.mn.us/parental_rights to learn about your child's rights to special education services.