

**Personnel - Certified/Non-Certified**

**Section 504 of the Rehabilitation Act of 1973 and  
Title II of the Americans with Disabilities Act of 1990**

Section 504 of the Rehabilitation Act of 1973 (“Section 504”) prohibits discrimination against individuals with a disability in any program receiving Federal financial assistance. Similarly, Title II of the Americans with Disabilities Act of 1990 (“Title II” or “ADA”) prohibits discrimination against individuals with a disability by state and local governments. To be protected under Section 504 and the ADA (“collectively, “Section 504/ADA”), an individual must (1) have a physical or mental impairment that substantially limits one or more major life activities; (2) have a record of such an impairment; or (3) be regarded as having such an impairment.

In order to fulfill its obligation under Section 504/ADA, the Board recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel, students, parents/guardians and members of the public who participate in school sponsored programs. In this regard, the Waterford Public Schools prohibit discrimination against any person with a disability in any of the services, programs or activities of the school system.

Employees who are interested in requesting or discussing reasonable accommodations for a disability should contact:

Assistant Superintendent of Schools  
15 Rope Ferry Road  
Waterford, CT 06385  
860-444-5854

Any employee may file an internal grievance/complaint regarding discrimination on the basis of disability by or within the district by utilizing the grievance/complaint procedures outlined in the Board’s Administrative Regulations Regarding Employees and Section 504 of Rehabilitation Act of 1973 and Title II of Americans with Disabilities Act, and/or may file a complaint with the Office for Civil Rights, U.S. Department of Education (“OCR”):

Office for Civil Rights, Boston Office  
U.S. Department of Education  
8th Floor  
5 Post Office Square  
Boston, MA 02109- 3921  
(617) 289-0111

Employees may also file a complaint regarding employment discrimination on the basis of disability with the Equal Employment Opportunity Commission, Boston Area Office, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203 (Telephone Number 800-669-4000).

Employees may also file a complaint with the Connecticut Commission on Human Rights and Opportunities, 25 Sigourney Street, Hartford, CT 06106 (Telephone Number 800-477-5737).

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**Section 504 of the Rehabilitation Act of 1973 and  
Title II of the Americans with Disabilities Act of 1990 (continued)**

Anyone who wishes to file a grievance/complaint with the district, or who has questions or concerns about this policy, should contact the Assistant Superintendent of Schools, the Section 504/ADA Coordinator for the Waterford Public Schools, at phone number 860-444-5854.

Legal References:

- 29 U.S.C. §§ 705, 794
- 34 C.F.R. Part 104
- 42 U.S.C. § 12101 et seq.
- 28 C.F.R. Part 35

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WATERFORD PUBLIC SCHOOLS  
Waterford, Connecticut