

## Tahoma School District #409

### Nondiscrimination in Child Nutrition Programs

*In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.*

*To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; fax: (202) 690-7442; or email: [program.intake@usda.gov](mailto:program.intake@usda.gov).*

*This institution is an equal opportunity provider.*

### Complaint Procedures

Complaint procedures are made available to students, parents, and guardians through publication on the district website. Any individuals or groups may make a complaint. The district employee who receives a complaint shall notify the compliance officer. When a person wishes to make a complaint, she or he shall complete form 3210 F-1 "Discrimination Complaint/Inquiry form" and file the complaint with the compliance officer. The district's compliance officer is designated to receive informal or formal complaints, and to oversee the complaint process.

Board Policy 3210 <http://www.boarddocs.com/wa/tahoma/Board.nsf/Public#>

Board Policy 3210F-1 <http://www.boarddocs.com/wa/tahoma/Board.nsf/Public#>