

WEBSITE ACCESSIBILITY POLICY

The Board of Education desires to ensure that information provided through the District's website is accessible to all people, including those with disabilities, such as visual, hearing, or manual impairments, or who otherwise require the use of assistive technology to access such information.

"Accessible," as used in this Policy, means that a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and access the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use. Although this might not result in identical ease of use compared to that of persons without disabilities, it still must ensure equal opportunity to the educational benefits and opportunities afforded by the technology and equal treatment in the use of such technology.

Technical Standards

The District shall use the W3C's Web Content Accessibility Guidelines to determine whether its online content is accessible. Specifically, the District shall use the technical standards set forth in the WCAG 2.0 ("technical standards") to determine content accessibility.

Web Accessibility Coordinator

The Web Accessibility Coordinator designated by this policy shall be provided with sufficient resources and authority to coordinate and implement this policy and all other commitments relating to the District's web accessibility. If the Web Accessibility Coordinator believes that a course of action taken in furtherance of this policy's objectives will result in an undue burden to the District, the Web Accessibility Coordinator must notify the Superintendent prior to taking any action. An "undue burden" means significant difficulty or expense, as determined by: (1) the nature and cost of the action that needs to be taken; and/or (2) the available financial resources of the District.

Should an undue burden prevent the District from taking corrective action to address an accessibility issue with its website, the District will provide equally effective alternative access to the content/information on the website to persons with disabilities.

The position holding the role of Web Accessibility Coordinator shall be:

Title: Superintendent

Address: 1824 Harris Road, Sheffield Village, Ohio 44054

Phone: (440) 949-4214

Email: mcook@sheffieldschools.org

Third Party Content Compliance

Online content, and information obtained through online content, provided or developed by third parties, must be accessible if posted on the District's website. Administrators and staff must ensure that any District acquisition or use of online content, provided or developed by third parties (e.g. vendors, video-sharing websites, or other open sources), that the District chooses to make available on its website, will provide equal opportunity to the educational benefits and opportunities afforded by the technology, and equal treatment in the use of such technology. The District will ensure that the WAVE Accessibility Extension tool, or a similar web accessibility checker service or tool is used to determine whether third party content is accessible on the District's website.

Annual Training

The District shall provide annual training for any staff responsible for creating or distributing online content to students, employees, guests, and visitors with disabilities, including, but not limited to, training on this Policy and their roles and responsibilities to ensure that web design, documents, and multimedia content are accessible. The training will be facilitated, in whole or in part, by an individual with sufficient knowledge, skill, and experience to understand and employ the technical standards set forth in this Policy.

Accessibility Audit

An accessibility audit shall be completed annually under the direction of the Web Accessibility Coordinator, during which, information provided by the District through its online content will be measured against the technical standards set forth in this policy. The District will ensure that the Wave Accessibility Extension tool, or a similar web accessibility checker service or tool is used to determine compliance with the technical standards. All problems identified through the accessibility audit will be documented, evaluated, and, if necessary, remediated within a reasonable period of time.

Reporting Violations

Students, prospective students, employees, guests, and visitors may report violations of the technical standards set forth in this policy by following the procedures set forth in Board Policy KL – "Public Complaints." Specifically, a description of the alleged violation should be provided to the Superintendent or Board in writing. Further, a formal complaint may be filed

through the grievance procedure set forth in Board Policy AC-R - “Section 504/ADA/Title VI Grievance Procedure,” which provides that a person may initiate a grievance by making a written request for a conference with the District’s Compliance Officer to process the complaint and seek resolution. Additionally, or in the alternative, a violation may be reported by contacting the Web Accessibility Coordinator with any accessibility concerns.

LEGAL REFS.: 42 U.S.C. §1232 *et seq.*; 29 U.S.C. §790
28 C.F.R. Part 35; 34 C.F.R. Part 104

Adopted: _____