

Sec. 1. SCHOOL WEBSITE

IDEA Public Schools will maintain a website for informing prospective families, current families,

Sec. 4. MONITORING

The Software Development team or designee will perform an accessibility audit at least once per year. All web pages housed and distributed through the IDEA Public Schools website will be measured against the W3C's WCAG 2.0 Level AA standards. The content owner/editor will have the option to either fix the issue within 30 days or remove the page or element that does not meet the applicable accessibility standard.

IDEA Public Schools may also engage an outside auditor to conduct the annual accessibility audit.

Sec. 5. TRAINING

Annual training on website accessibility will be provided to web content owners/editors who are responsible for creating and/or distributing information through the IDEA Public Schools website. The training will include information regarding the roles and responsibilities of staff to ensure that web design, documents, and multimedia content are accessible.

Sec. 6. WEBSITE ASSISTANCE

An individual having difficulty accessing information on the IDEA Public Schools website may contact the Marketing & Communications team or designee to report accessibility issues. The individual should provide the following information to IDEA Public Schools:

- A description of the accessibility concern.
- The format in which the person prefers to receive the materials.
- The web page address of the requested material(s).
- The best way to contact the person (email address or phone number, or both).

Additionally, any individual may submit a written complaint or grievance related to the accessibility of the IDEA Public Schools website through the process outlined in Board Policy PG-1.10 (Public Complaints). A complaint should be filed within the timeframe referenced in Board Policy PG-1.10 (Public Complaints).

If content is not readily available in an accessible format, IDEA Public Schools will have the option to either fix the issue within a reasonable period of time or remove the page or element that does not meet the applicable accessibility standard. IDEA Public Schools may also make the information available in an alternate format, to the maximum extent possible.