

**El Monte Union High School District**

3537 Johnson Avenue • El Monte, California 91731

(626) 444-9005

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**ALTERNATE FORMAT PLAN**

**Purpose**

In accordance with Board Policy 410, the Alternative Format Plan ensures access for individuals with disabilities to school information and communications by providing such information in a format that is appropriate and accessible to them. The plan is designed to comply with state and federal laws mandating equal access to individuals with disabilities serviced by the El Monte Union High School District (EMUHSD).

**Background**

Under federal and state law, including the Americans with Disabilities Act (42 U.S.C. § 12101, et. seq.) and section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794 (d)), discrimination against qualified members of the public participating in public programs based on disability is prohibited. A person is a qualified member of the public if they are an appropriate person with whom a public agency should or would communicate. The rights of persons with disabilities must be protected to ensure meaningful and equal access to public services, including but not limited to Medi-Cal and other programs that the Department of Health Care Services (DHCS) oversees in whole or in part through partnerships with other entities, such as providers, facilities, managed care plans, vendors, contractors, counties, or other state agencies. Accordingly, LEAs, LECs, LGAs, and their subcontractors must provide auxiliary aids and services to ensure that all qualified members of the public with disabilities, including Medi-Cal beneficiaries, can effectively communicate and participate in public programs, services and/or activities, which includes making program documents available in alternative formats (e.g., braille, large font, audio recording).

The District has designated the following as its Coordinator:

Director of Special Education

3537 Johnson Ave.

El Monte, CA 91731

626-444-9005

**Alternative Formats Available**

* Large print
* Braille
* Electronic formats
* Captioning
* Text-to-Speech
* Voice-to-Text

**Processing Alternative Format Requests**

* Any individual may make a request to a staff member for the alternative format and the type of alternative requested.
* The request will be submitted to the district office for consideration and if approved the individual will be notified by preferred method of communication.
* The district will provide the alternative within a two month timeframe.