



**Dr. Matthew Crowley**  
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Dear Woburn Public Schools Families and Staff:

As part of the Woburn Public Schools ongoing responsibilities under Section 504 of the Rehabilitation Act of 1973 (“Section 504”), I am writing to you today to reaffirm the Woburn Public Schools’ commitment to non-discrimination on the basis of disability in all of the District’s schools and programming. Under Section 504, the Woburn Public Schools is required to provide notice to all families that no otherwise qualified individual with a disability shall, solely by reason of her or his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity” of the Woburn Public Schools. Additionally, under Section 504, if an individual raises concerns to the District about discrimination on the basis of disability, the District is prohibited from retaliating against that individual solely because he or she made a complaint or participated in any manner during an investigation of such a complaint. The prohibition against retaliation includes intimidation, threats, coercion or otherwise discriminating against the individual because of the individual’s complaint or participation.

The District is committed to continuing its work with students with disabilities and their families, including ensuring compliance with its obligations under Section 504 and will respond to all complaints of discrimination and retaliation. Individuals who have questions about this notice and/or who believe they may have been subject to disability-based discrimination or retaliation may file a complaint with the District’s 504 Coordinator, Dr. Michael Baldassarre, by telephone at 781-937-8233 or email at [mbaldassarre@woburnps.com](mailto:mbaldassarre@woburnps.com). The District’s grievance procedures for Section 504 are located on our website under the tab, “Bullying Prevention and Civil Rights Info.”

Very truly yours,

Dr. Matthew Crowley  
Superintendent of Schools