

**Community Relations**

**Uniform Complaint Procedures**

<b>Type of Complaint/Allegation</b>	<b>Who May File</b>	<b>Complaint Procedure</b>	<b>Other Related Policies/Regulations</b>
<b>Complaints Regarding Treatment of Students</b>			
Discrimination, bullying or hate motivated behavior of a student by another student or employee, based on specified actual or perceived student characteristics or association with a person or group with those characteristics	Student who alleges he/she personally suffered discrimination or bullying  A person who believes that an individual or any specific class of individuals has been subjected to discrimination or bullying	BP/AR 1312.3 – Uniform Complaint Procedures	BP 0410 – Nondiscrimination in District Programs and Activities  BP/AR 5131.2 – Bullying  BP/AR 5145.3 – Nondiscrimination/Harassment  BP/AR 5145.7 – Sexual Harassment  BP 5145.9 – Hate Motivated Behavior
Abuse or neglect of a student by an employee, volunteer or other person	Student, Parent/guardian, Any Mandated Reporter	Refer to law enforcement, county welfare department or county probation department in accordance with BP 5141.4 – Child Abuse Prevention and Reporting	
Sexual Harassment, Misconduct	Individuals with first-hand knowledge of sexual harassment or misconduct	Compliance Officer/Title IX Coordinator	BP/AR 5145.7 – Sexual Harassment  BP/AR 4119.21 – Professional Standards
<b>Complaints Regarding Employment Discrimination</b>			
Discrimination against employee or job applicant	Affected employee or job applicant	BP/AR 4031 – Complaints Concerning Discrimination in Employment  As applicable, complaint also may be filed with California Department of Fair Employment and Housing or Equal	BP/AR 4030- Nondiscrimination in Employment

		Employment Opportunity Commission	
<b>Complaints Regarding Employees</b>			
Any complaint regarding the performance of conduct of an employee	Student, Parent/Guardian, Employee	BP 1312.1 – Complaints Concerning District Employees  Individuals with first-hand knowledge of misconduct by certificated personnel also may file a complaint with the Commission on Teacher Credentialing	
<b>Complaints Regarding District Programs/Activities</b>			
Violation of law or regulations governing special education, adult education, career technical education, child care, and development program, migrant education or other categorical program	Any individual , Public agency, Organization	BP/AR 1312.3 -	BP/AR 5148 – Child Care and Development  BP/AR 6159 – Individualized Education Program  BP/AR Title I Programs  BP/AR 6178 – Career Technical Education  BP/AR 6200 – Adult Education
Improper charging of student fees, deposits or other charges to participate in educational activities	Student, Parent/Guardian, Employee	BP/AR 1312.3 – Uniform Complaint	BP/AR 3260 – Fees and Charges
Violation of requirements for Local Control and Accountability Plan	Student, Parent/Guardian, Employee	BP/AR 1312.3 – Uniform Complaint	BP/AR 0460 – Local Control and Accountability Plan
Concern regarding content or use of instructional materials	Student, Parent/Guardian, Employee, District Resident	BP/AR 1312.3 – Complaints Concerning Instructional Materials	BP/AR 6161.1 – Selection and Evaluation of Instructional Materials  BP 6161.11 – Supplementary Instructional Materials  BP 6144 – Controversial Issues
Insufficiency of textbooks or other instructional materials	Student, Parent/Guardian, Employee	AR/E 1312.3(b) – Williams Uniform - Complaint	BP/AR 6161.1 – Selection of Evaluation of Instructional Materials
Teacher Vacancies or misassignments	Student, Parent/Guardian, Employee	AR/E 1312.3(b) – Williams Uniform - Complaint	BP/AR 4112.2 – Certification  BP/AR 4113 - Assignment

Condition of school facilities, including conditions that pose a threat to health and safety of students or staff or a restroom that has not been cleaned, maintained or kept open	Student, Parent/Guardian, Employee	AR/E 1312.3(b) – Williams Uniform -	BP/AR – Environmental Safety
<b>Complaints Regarding Financial Improprieties</b>			
Fraud	Any person	Refer to California Department of Education	BP/AR 3400 – Management of District Assets/Accounts
<b>Complaints Regarding Retaliation</b>			
Retaliation against a complaint or other participant in complaint process	Any complaint or participant in a complaint	BP/AR 1312.3 – Uniform Complaint Procedures	BP 4119/4319.1 – Civil and Legal Rights BP 4144/4244/4344 – Complaints

Adopted: 06/13/18