

Community Relations
UNIFORM COMPLAINT PROCEDURES

BP 1312.3 (a)

The Governing Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5 CCR 4620)

The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination against any protected group as identified under Education Code 200 and 220 and Government Code 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, physical or mental disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program or activity that receives or benefits from state financial assistance. (5 CCR 4610)

The Board supports broad dissemination of the Uniform Complaint Procedures to all stakeholders. The Superintendent or designee shall annually provide written notifications of the district's uniform complaint procedures to students, employees, parents/guardians, the district advisory committee(s), school advisory committee(s), appropriate private school officials or representatives and other interested parties.

Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education, consolidated categorical aid programs, migrant education, career technical and technical education and career technical and technical training programs child care and development programs, child nutrition programs, and special education programs.

(cf. 0410_- Nondiscrimination in District Programs and Activities)
(cf. 1312.1_- Complaints Concerning District Employees)
(cf. 1312.2_- Complaints Concerning Instructional Materials)
(cf. 3553_- Free and Reduced Price Meals)
(cf. 4031_- Complaints Concerning Discrimination in Employment)
(cf. 5141.4_- Child Abuse Reporting Procedures)
(cf. 5148_- Child Care and Development)
(cf. 6159_- Individualized Education Program)
(cf. 6171_- Title I Programs)
(cf. 6174_- Education for English Language Learners)
(cf. 6175_- Migrant Education Program)
(cf. 6178_- Vocational Education)
(cf. 6200_- Adult Education)

Complaints related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, and teacher vacancies and misassignments shall be investigated pursuant to the district's Williams Uniform Complaint Procedures.

(cf. 1312.4 - Williams Uniform Complaint Procedures)

UNIFORM COMPLAINT PROCEDURES (continued)

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects student and employee rights to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process. This may include keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.

(cf. 4119.23_/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125_- Student Records)
(cf. 9011_- Disclosure of Confidential/Privileged Information)

The Board prohibits retaliation in any form for the participation in complaint procedures, including but not limited to a complainant's filing of a complaint or the reporting of instances of discrimination. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

The Superintendent or designee shall ensure that employees designed to investigate complaints are knowledgeable about the laws and programs for which they are responsible.

*Legal Reference:**EDUCATION CODE*

200-262.3 Prohibition of discrimination
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18179 School libraries
32289 School safety plan, uniform complaint procedure
35186 Alternative uniform complaint procedure
41500-41513 Categorical education block grants
48431.6 Academic progress and counseling review program
49060-49079 Student records
49490-49590 Child nutrition programs
52160-52178 Bilingual education programs
52300-52499.6 Career-technical education
52500-52616.24 Adult schools
52 8 00-52870 School-based coordinated programs
54000-54041 Economic impact aid programs
54100-54145 Miller-Unruh Basic Reading Act
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56885 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process

UNIFORM COMPLAINT PROCEDURES (continued)

CODE OF REGULATIONS, TITLE 5

3080 Application of section 4600-4671

4600-4671 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

PENAL CODE

422.6 Interference with constitutional right or privilege

UNITED STATES CODE, TITLE 20

6301-6577 Title I Basic Programs

6601-6777 Title II Preparing and Recruiting High Quality Teachers and Principals

6801-6871 Title III, Language instruction for limited English proficient and immigrant students

7101-7184 Safe and Drug-Free Schools and Communities Act, including

7201-7283g Title V Promoting Informed Parental Choice and Innovative Programs

7301-7372 Title VI Rural and Low-Income School Programs

Policy

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PASADENA UNIFIED SCHOOL DISTRICT

Pasadena, California