

Sacramento City USD

Board Policy

BP 1312.4

Community Relations

Williams Uniform Complaint Procedures

The Governing Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. Sacramento City USD shall investigate complaints alleging failure to comply with applicable state and federal laws and regulations and/or alleging disc

There will be annual dissemination of a written notice of the District's complaint procedures to students, employees, parents or guardians of its students, school and district advisory committees, appropriate private school officials or representatives, and other interested parties. [T5CCR 4622]

Williams Complaints shall be filed with the principal of the school or his or her designee, in which the complaint arises. [EC 35186(a)(3), T5CCR 4680]

A complaint about problems beyond the authority of the school principal shall be forwarded in a timely manner, but not to exceed 10 working days, to the appropriate school district official for resolution.

[EC 35186(a)(3), T5CCR 4680]

Williams Complaints may be filed anonymously. [EC 35186(a)(3), T5CCR 4680]

The Williams Complaint form shall identify the place for filing the complaint. [EC 35186(a)(2), T5CCR 4680]

The Williams Complaint form will include a space to indicate whether a response is requested. [EC 35186(a)(1), T5CCR 4680]

The principal or the designee of the district superintendent, as applicable, shall make all reasonable efforts to investigate any problem within his or her authority. [EC 35186(b), T5CCR 4685]

The principal, or, where applicable, district superintendent or his or her designee shall remedy a valid complaint within a reasonable time period but not to exceed 30 working days from the date the complaint was received. [EC 35186(b), T5CCR 4685]

The principal, or where applicable, district superintendent or his or her designee, shall report to the complainant the resolution of the complaint within 45 working days of the initial filing, if complainant identifies himself or herself and requested a response. [EC 35186(b), T5CCR 4685]

If the principal makes this report, the principal shall also report the same information in the same timeframe to the district superintendent or his or her designee. [T5CCR 4685]

A complainant who is not satisfied with the

The Board prohibits retaliation in any form for participation in complaint procedures, including but not limited to the 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 Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with Williams's complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate mediation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

If a response is requested, the response shall be made to the mailing address of the complainant indicated on the complaint. [EC 35186(a)(1), T5CCR 4680]

If Section 48985 of the Education Code is applicable, the response, if requested, and report shall be written in English and the primary language in which the complaint was filed. [EC5186(a)(1)]

The complainant shall comply with the appeal requirements of T5CCR 4632. [T5CCR 4687]

Legal Reference:

EDUCATION Ce

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4671 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

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

7114 Local educational program, safety plans

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

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

Management Resources:

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/offices/OCR>

Policy SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

approved: October 6, 2011, Sacramento, California