

William S. Hart Union HSD

Board Policy

Community Relations

BP 1312.3

UNIFORM COMPLAINT PROCEDURES

The William S. Hart Union High School District shall have the *primary* responsibility to ensure compliance with applicable state and federal laws and regulations. The District shall investigate and shall seek to resolve complaints alleging failure to comply with such laws and/or alleging discrimination, harassment, intimidation, or bullying in accordance with the District's uniform complaint procedures, when informal measures have not resolved problems.

The District shall use the uniform complaint procedures to resolve complaints alleging unlawful discrimination, harassment, intimidation, or bullying in District programs and activities based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code [200](#) or [220](#), Penal Code [422.55](#), or Government Code [11135](#), or based on association with a person or group with one or more of these actual or perceived characteristics *in any program or activity conducted by the District, which is funded directly by, or that receives or benefits from any state financial assistance.*

(cf. [0410](#) - Nondiscrimination in District Programs and Activities)

(cf. [4030](#) - Nondiscrimination in Employment)

(cf. [4031](#) - Complaints Concerning Discrimination in Employment)

(cf. [5131.2](#) - Bullying)

(cf. [5145.3](#) - Nondiscrimination/Harassment)

(cf. [5145.7](#) - Sexual Harassment)

Uniform complaint procedures shall also be used to address any complaint alleging the District's failure to comply with the ~~prohibition against requiring students to pay fees, deposits, or other charges for participation in educational~~ *following UCP programs and* activities, ~~the requirements for the development and adoption:~~

Accommodations for Pregnant and Parenting Pupils

Adult Education

After School Education and Safety

Agricultural Career Technical Education

Career Technical and Technical Education, Career Technical, Technical Training (state)

Career Technical Education (federal)
Child Care and Development
Compensatory Education
Course Periods without Educational Content
Education of Pupils in Foster Care, Pupils who are Homeless, former Juvenile Court Pupils now enrolled in a school district and Children of Military Families
Every Student Succeeds Act
Local Control and Accountability Plan (LCAP)
Migrant Education
Physical Education Instructional Minutes
Pupil Fees
Reasonable Accommodations to a Lactating Pupil
Regional Occupational Centers and Programs
School Plans For Student Achievement
School Safety Plans
Schoolsite Councils
State Preschool
State Preschool Health and Safety Issues in Local Education Agencies (LEAs) Exempt From Licensing

The Board prohibits any form of retaliation against any complainant in the complaint process, 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. [T5CCR 4621]

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

Compliance Officers

The Governing Board designates the following compliance officers to receive and investigate complaints and ensure District compliance with law:

Assistant Superintendent, Human Resources or designee
21380 Centre Pointe Parkway
Santa Clarita, CA 91350
(661) 259-0033

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with the uniform complaint procedures, whenever all parties to a complaint agree to try resolving the problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.

In investigating complaints, the confidentiality of the parties involved and the integrity of the process shall be protected. As appropriate for any complaint alleging discrimination, harassment, intimidation, or bullying, the Superintendent or designee may keep the identity of a complainant confidential to the extent that the investigation of the complaint is not obstructed.

All complainants have the right to pursue civil law remedies under state or federal discrimination, harassment, intimidation or bullying laws.

All complaints and responses are public records.

(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 District's Williams uniform complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to the following:

1. Sufficiency of textbooks or instructional materials
2. Emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff
3. Teacher vacancies and misassignments
4. ~~Deficiency in the District's provision of instruction and/or services to any student who, by the completion of grade 12, has not passed one or both parts of the high school exit examination~~

(cf. [1312.4](#) - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

[200-262.4](#) Prohibition of discrimination

[8200-8498](#) Child care and development programs

[8500-8538](#) Adult basic education

[18100-18203](#) School libraries

[32289](#) School safety plan, uniform complaint procedures

[35186](#) Williams uniform complaint procedures

[37254](#) Intensive instruction and services for students

[41500-41513](#) Categorical education block grants

[48985](#) Notices in language other than English

[49010-49013](#) Student fees

[49060-49079](#) Student records

[49490-49590](#) Child nutrition programs

[52160-52178](#) Bilingual education programs

[52300-52490](#) Career technical education

[52500-52616.24](#) Adult schools

[52800-52870](#) School-based program coordination

[54000-54028](#) 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

[56000-56867](#) Special education programs

[59000-59300](#) Special schools and centers

[64000-64001](#) Consolidated application process

GOVERNMENT CODE

[11135](#) Nondiscrimination in programs or activities funded by state

[12900-12996](#) Fair Employment and Housing Act

PENAL CODE

[422.55](#) Hate crime; definition

[422.6](#) Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

[3080](#) Application of section

[4600-4687](#) 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

[7201-7283g](#) Title V promoting informed parental choice and innovative programs

[7301-7372](#) Title V rural and low-income school programs

Management Resources:

WEBSITES

CSBA: <http://www.csba.org>

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

U.S. Department of Education, Office for Civil Rights:
<https://www2.ed.gov/about/offices/list/ocr/index.html>

Policy

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WILLIAM S. HART UNION HIGH SCHOOL DISTRICT
Santa Clarita, California