

# **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 following UCP programs and activities:

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 mis assignments

(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