

1000 – COMMUNITY RELATIONS

UNIFORM COMPLAINT PROCEDURES BP 1312.3

The Sacramento County Office of Education (SCOE) has primary responsibility for ensuring that it complies with state and federal laws and regulations governing educational programs. SCOE shall investigate and seek to resolve any complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, harassment, intimidation, retaliation or bullying in SCOE educational programs in accordance with SCOE's Uniform Complaint Procedures.

Uniform Complaint Procedures shall also be used to address complaints alleging that SCOE has violated federal or state laws or regulations governing academic or educational programs, including:

- accommodations for pregnant and parenting pupils;
- after school education and safety programs;
- agricultural career technical education;
- the prohibition against charging pupil fees for participation in educational activities;
- the requirements for the development and adoption of a school safety plan;
- the requirements for Local Control and Accountability Plans;
- adult education;
- career technical education and training programs (Career Technical and Technical Education, Career Technical, Technical Training [state] and Career Technical Education [federal]);
- migrant education;
- child care and development programs;
- compensatory education;
- consolidated categorical aid programs;
- course periods without educational content;
- education of pupils in foster care;
- credit and graduation requirements for pupils who are homeless, former and current juvenile court school pupils, children of military families, pupils who are migratory children, and pupils participating in a newcomer program;
- Every Student Succeeds Act;
- physical education and instructional minutes;
- reasonable accommodations to a lactating pupil;
- regional occupational centers and programs;
- school plans for pupil achievement;
- school site councils;
- state preschool; and
- state preschool health and safety issues.

The Superintendent or designee may utilize the Uniform Complaint Procedures as appropriate to address other concerns or complaints received regarding the operation of SCOE that would not otherwise fall within the parameters of this policy.

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Complaints shall be submitted in writing and investigated in accordance with Uniform Complaint Procedures set forth in ARR 1312.3.

The Board prohibits any form of retaliation for the filing of a complaint, the reporting of instances of discrimination, or for participating in the complaint procedures. Such participation shall not in any way affect the status, grades, or work assignments of the complainant. To the fullest possible extent, SCOE personnel shall ensure that complainants are protected from retaliation.

The Board encourages the early, informal resolution of complaints at the site level whenever possible. Furthermore, the Board recognizes that a neutral mediator can often suggest an early compromise that is agreeable to all parties in a dispute. In accordance with Uniform Complaint Procedures, whenever all parties to a complaint agree to try resolving their issues through mediation, the Sacramento County Superintendent of Schools (Superintendent) or designee shall initiate a mediation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

Annually, Uniform Complaint Procedures shall be disseminated to all pupils, employees, parents and/or guardians, school councils, advisory councils, and other interested parties and shall include information regarding allegations about discrimination, harassment, intimidation and bullying.

The *Williams* Uniform Complaint Procedures, ARR 1312.4, shall be used to investigate and resolve any complaint related to the following:

- Sufficiency of textbooks or instructional material;
- Facilities conditions that pose a threat to the health or safety of pupils or staff;
- Teacher vacancies and misassignments.

Legal References:

EDUCATION CODE

200-262.4 Educational equity

222 Reasonable accommodations; lactating pupils

8200-8498 Child Care and Development Services Act

8482-8484.65 After school education and safety

8500-8538 Adult education

32280-32289 School safety plan

35186 Complaints concerning deficiencies related to instructional materials, emergency or urgent facilities conditions, teacher vacancy or misassignments

46015 Pregnant and parenting pupils; accommodation rights

48645.7 Juvenile court school pupils, diploma and continued education options

48853-48853.5 Foster youth

48985 Notices to parents in language other than English

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49010-49011 Pupil fees

49060-49079 Pupil records

49069.5 Timely preparation and transfer of pupil records

51210 Course of study grades 1-6; noncompliance complaints

51223 Physical education, elementary schools

51225.1-51225.2 Foster youth, homeless children, former juvenile court school pupils, children of military families, pupils who are migratory child, and pupils participating in a newcomer program

51226-51226.1 Career technical education (federal)

51228.1-51228.3 Course periods without educational content

52075 Complaint for lack of compliance with local control and accountability plans

52300-52490 Career technical education (state)

52460-52462 Agricultural career technical education

52500-52616.24 Adult schools

54400-54425 Compensatory education programs

54440-54445 Migrant education

64001 School plans for pupil achievement

HEALTH AND SAFETY CODE

1596.7925 Regulations for state preschool programs

GOVERNMENT CODE

11135 Discrimination

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime definition

422.6 Interference with constitutional right or privilege

TITLE 20, UNITED STATES CODE

1681-1688 Title IX of the Education Amendments of 1972

6301-6576 Improving the academic achievement of the disadvantaged

6801-7014 Language instruction for limited English proficient and immigrant pupils

CALIFORNIA CODE OF REGULATIONS, TITLE 5

3080 Procedural safeguard general provisions

4600-4687 Uniform Complaint Procedures

4900-4965 Nondiscrimination and educational equity

03/09/95 Draft

05/02/95 First Reading

05/23/95 Second Reading and Approval

03/04/03 Draft Revisions

03/12/03 Reviewed by Legal Counsel

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03/18/03	Reviewed by Policy Committee
04/01/03	First Reading
04/15/03	Second Reading and Approval
04/16/03	Distribution
02/23/05	First Reading
03/23/05	Second Reading and Approval
04/18/07	Policy Committee
04/25/07	First Reading
05/09/07	Second Reading and Approval
02/03/09	Review by Policy Committee
03/17/09	Review by Policy Committee
04/07/09	First Reading
04/21/09	Second Reading and Adoption (formerly BP 1322)
04/24/09	Distribution
05/07/13	Review by Policy Committee
06/04/13	First Reading
06/18/13	Second Reading and Adoption
07/01/13	Distribution
06/10/14	Reviewed by Policy Committee
06/24/14	First Reading
07/15/14	Second Reading and Adoption
07/16/14	Distribution
10/04/16	Reviewed by Policy Committee
11/15/16	First Reading
12/13/16	Second Reading and Adoption
12/14/16	Distribution
04/17/18	Reviewed by Policy Committee
06/12/18	First Reading
06/26/18	Second Reading and Adoption
06/29/18	Distribution
12/10/19	Reviewed by Policy Committee
01/14/20	First Reading
02/04/20	Second Reading and Adoption
02/27/20	Distribution
12/08/20	Reviewed by Policy Committee
01/12/21	First Reading
02/02/21	Second Reading and Adoption
02/12/21	Distribution