

**Regulation 1312.3: Uniform Complaint Procedures**

**Status:** ADOPTED

**Original Adopted Date:** 04/10/2007 | **Last Revised Date:** 03/08/2022 | **Last Reviewed Date:** 03/08/2022

Except as may otherwise be specifically provided in other district policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in the accompanying Board policy.

*(cf. 1312.1 - Complaints Concerning District Employees)*

*(cf. 1312.2 - Complaints Concerning Instructional Materials)*

*(cf. 1312.4 - Williams Uniform Complaint Procedures)*

*(cf. 4030 - Nondiscrimination in Employment)*

#### Compliance Officers

The district designates the individual(s), position(s), or unit(s) identified below as responsible for receiving, coordinating, and investigating complaints and for complying with state and federal civil rights laws. The individual(s), position(s), or unit(s) also serve as the compliance officer(s) specified in AR 5145.3 - Nondiscrimination/Harassment responsible for handling complaints regarding unlawful discrimination, harassment, intimidation, or bullying and in AR 5145.7 - Sexual Harassment for handling complaints regarding sexual harassment.

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*(cf. 5145.7 - Sexual Harassment)*

*(cf. 5145.71 - Title IX Sexual Harassment Complaints Procedures)*

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The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall cover current state and federal laws and regulations governing the program; applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination, harassment, intimidation, or bullying; applicable standards for reaching decisions on complaints; and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee. *(cf. 4331 - Staff Development)* *(cf. 9124 - Attorney)*

The compliance officer or, if necessary, an appropriate administrator shall determine whether interim measures are necessary during an investigation and while the result is pending. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

#### Notifications

The district's UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

In addition, the Superintendent or designee shall annually provide written notification of the district's UCP to students, employees, parents/guardians of district students, district advisory committee members, school advisory committee members, appropriate private school officials or representatives, and other interested parties.(5 CCR 4622)

*(cf. 0420 - School Plans/Site Councils)*

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

*(cf. 5145.6 - Parental Notifications)*

The notice shall include:

1. A statement that the district is primarily responsible for compliance with federal and state laws and regulations, including those related to prohibition of unlawful discrimination, harassment, intimidation, or bullying against any protected group, and a list of all programs and activities that are subject to UCP as identified in the section "Complaints Subject to UCP" in the accompanying Board policy
2. The title of the position responsible for processing complaints, the identity of the person(s) currently occupying that position if known, and a statement that such persons will be knowledgeable about the laws and programs that they are assigned to investigate
3. A statement that a UCP complaint, except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, must be filed no later than one year from the date the alleged violation occurred
4. A statement that a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct
5. A statement that a student enrolled in a public school shall not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities  
*(cf. 3260 - Fees and Charges)*
6. A statement that a complaint regarding student fees or the local control and accountability plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint  
*(cf. 0460 - Local Control and Accountability Plan)*
7. A statement that the district will post a standardized notice of the educational and graduation requirements of foster youth, homeless students, children of military families, and former juvenile court school students now enrolled in the district, as specified in Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process  
*(cf. 6173 - Education for Homeless Children)*  
*(cf. 6173.1 - Education for Foster Youth)*  
*(cf. 6173.2 - Education of Children of Military Families)*  
*(cf. 6173.3 - Education for Juvenile Court School Students)*  
*(cf. 6175 - Migrant Education Program)*
8. A statement that complaints will be investigated in accordance with the district's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant
9. A statement that, for programs within the scope of the UCP as specified in the accompanying Board policy, the complainant has a right to appeal the district's investigation report to the California Department of Education (CDE) by filing a written appeal, including a copy of the original complaint and the district's decision, within 30 calendar days of receiving the district's decision
10. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal laws prohibiting discrimination, harassment, intimidation, or bullying, if applicable
11. A statement that copies of the district's UCP are available free of charge

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.6 shall be posted on the district and district school web sites and may be provided through district-supported social media, if available.

*(cf. 1113 - District and School Web Sites)*

*(cf. 1114 - District-Sponsored Social Media)*

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's UCP policy, regulation, forms, and notices shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

### Filing of Complaints

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp. If a site administrator not designated as a compliance officer receives a complaint, the site administrator shall notify the compliance officer.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist in the filing of the complaint. (5 CCR 4600)

Complaints shall also be filed in accordance with the following rules, as applicable:

1. A complaint alleging district violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board policy may be filed by any individual, public agency, or organization. (5 CCR 4600)
2. Any complaint alleging noncompliance with law regarding the prohibition against student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee.
3. A UCP complaint, except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred. For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP that was adopted by the Governing Board. (5 CCR 4630)
4. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying may be filed only by a person who alleges having personally suffered unlawful discrimination, a person who believes that any specific class of individuals has been subjected to unlawful discrimination, or a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying. (5 CCR 4630)
5. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred, or six months from the date that the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)
6. When a complaint alleging unlawful discrimination, harassment, intimidation, or bullying is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.
7. When a complainant of unlawful discrimination, harassment, intimidation, or bullying or the alleged victim, when not the complainant, requests confidentiality, the compliance officer shall inform the complainant or victim that the request may limit the district's ability to investigate the conduct or take other necessary action. When

honoring a request for confidentiality, the district shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

#### Mediation

Within three business days after receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation to resolve the complaint. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall ensure that all parties agree to permit the mediator access to all relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with an investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed upon through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

#### Investigation of Complaint

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or the complainant's representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform the parties of the status of the investigation.

To investigate a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall interview the alleged victim(s), any alleged offender(s), and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation.

Refusal by the district to provide the investigator with access to records and/or information related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

#### Timeline for Investigation Report

Unless extended by written agreement with the complainant, the investigation report shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint.

Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in the section "Investigation Report" below. If the complainant is dissatisfied with the compliance officer's decision, the complainant may, within five business days, file the complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. When required by law, the matter shall be considered in closed session. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.(cf. 9321 - Closed Session)

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

For any complaint alleging unlawful discrimination, harassment, intimidation, and bullying, the respondent shall be informed of any extension of the timeline agreed to by the complainant, and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the decision.

#### Investigation Report

For all complaints, the district's investigation report shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered
2. A conclusion providing a clear determination for each allegation as to whether the district is in compliance with the relevant law
3. Corrective action(s) whenever the district finds merit in the complaint, including, when required by law, a remedy to all affected students and parents/guardians and, for a student fees complaint, a remedy that complies with Education Code 49013 and 5 CCR 4600
4. Notice of the complainant's right to appeal the district's investigation report to CDE, except when the district has used the UCP to address a complaint not specified in 5 CCR 4610
5. Procedures to be followed for initiating an appeal to CDE

The investigation report may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

In consultation with district legal counsel, information about the relevant part of an investigation report may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the investigation report or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination, harassment, intimidation, and bullying, notice of the investigation report to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involves a limited-English-proficient (LEP) student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

For complaints alleging unlawful discrimination, harassment, intimidation, and bullying based on state law, the investigation report shall also include a notice to the complainant that:

1. The complainant may pursue available civil law remedies outside of the district's complaint procedures, including, but not limited to, injunctions, restraining orders or other remedies or orders, 60 calendar days after the filing of an appeal with CDE. (Education Code 262.3)
2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also

be filed with the U.S. Department of Education, Office for Civil Rights at [www.ed.gov/ocr](http://www.ed.gov/ocr) within 180 days of the alleged discrimination.

#### Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies; training for faculty, staff, and students; updates to school policies; or school climate surveys.

*(cf. 5137 - Positive School Climate)*

For complaints involving retaliation or unlawful discrimination, harassment, intimidation, or bullying, appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling  
*(cf. 6164.2 - Guidance/Counseling Services)*
2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation

For complaints of retaliation or unlawful discrimination, harassment, intimidation, or bullying involving a student as the respondent, appropriate corrective actions that may be provided to the student include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team  
*(cf. 6164.5 - Student Success Teams)*
6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law  
*(cf. 6145 - Extracurricular and Cocurricular Activities)*
7. Disciplinary action, such as suspension or expulsion, as permitted by law  
*(cf. 5144 - Discipline)*  
*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

When an employee is found to have committed retaliation or unlawful discrimination, harassment, intimidation, or bullying, the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination, harassment, intimidation, or bullying, that the district does not tolerate it, and how to report and respond to it.

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

However, if a complaint alleging noncompliance with the law regarding student fees, deposits, and other charges, physical education instructional minutes, courses without educational content, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51222, 51223, 51228.3, 52075)

For complaints alleging noncompliance with the law regarding student fees, the district, by engaging in reasonable efforts, shall attempt in good faith to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

#### Appeals to the California Department of Education

Any complainant who is dissatisfied with the district's investigation report on a complaint regarding any specified federal or state educational program subject to UCP may file an appeal in writing with CDE within 30 calendar days of receiving the district's investigation report. (5 CCR 4632)

The appeal shall be sent to CDE with a copy of the original locally filed complaint and a copy of the district's investigation report for that complaint. The complainant shall specify and explain the basis for the appeal, including at least one of the following: (5 CCR 4632)

1. The district failed to follow its complaint procedures.
2. Relative to the allegations of the complaint, the district's investigation report lacks material findings of fact necessary to reach a conclusion of law.
3. The material findings of fact in the district's investigation report are not supported by substantial evidence.
4. The legal conclusion in the district's investigation report is inconsistent with the law.
5. In a case in which the district found noncompliance, the corrective actions fail to provide a proper remedy.

Upon notification by CDE that the district's investigation report has been appealed, the Superintendent or designee shall forward the following documents to CDE within 10 days of the date of notification: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the district's investigation report
3. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
4. A report of any action taken to resolve the complaint
5. A copy of the district's UCP
6. Other relevant information requested by CDE

If notified by CDE that the district's investigation report failed to address allegation(s) raised by the complaint, the district shall, within 20 days of the notification, provide CDE and the appellant with an amended investigation report that addresses the allegation(s) that were not addressed in the original investigation report. The amended report shall also inform the appellant of the right to separately appeal the amended report with respect to the allegation(s) that were not addressed in the original report. (5 CCR 4632)

SIERRA COUNTY OFFICE OF EDUCATION  
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

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revised: April 10, 2018

revised: April 9, 2019

revised: July 14, 2020

revised: April 13, 2021

revised: August 10, 2021

revised: March 08, 2022

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

**State References**

**Description**

2 CCR 11023	Harassment and discrimination prevention and correction - <a href="https://simbli.eboardsolutions.com/SU/haAgKnrQhVJbslsh34hY5zslsh5Q==">https://simbli.eboardsolutions.com/SU/haAgKnrQhVJbslsh34hY5zslsh5Q==</a>
5 CCR 15580-15584	Child nutrition programs complaint procedures
5 CCR 3200-3205	Special education compliance complaints
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4680-4687	Williams uniform complaint procedures
5 CCR 4690-4694	Complaints regarding health and safety issues in license-exempt preschool programs
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 18100-18203	School libraries
Ed. Code 200-262.4	Prohibition of discrimination - <a href="https://simbli.eboardsolutions.com/SU/ytTLslshoozWGUAAbNL6kKkgxQ==">https://simbli.eboardsolutions.com/SU/ytTLslshoozWGUAAbNL6kKkgxQ==</a>
Ed. Code 32280-32289.5	School safety plans
Ed. Code 35186	Williams uniform complaint procedures
Ed. Code 46015	Parental leave for students
Ed. Code 48645.7	Juvenile court schools
Ed. Code 48853-48853.5	Foster youth
Ed. Code 48985	Notices to parents in language other than English
Ed. Code 49010-49013	Student fees
Ed. Code 49060-49079	Student records
Ed. Code 49069.5	Records of foster youth
Ed. Code 49490-49590	Child nutrition programs
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Ed. Code 51210	Course of study for grades 1-6
Ed. Code 51222	Physical education



Ed. Code 51223	Physical education; elementary schools
Ed. Code 51225.1-51225.2	Foster youth, homeless children, former juvenile court school students; course credits; graduation requirements
Ed. Code 51226-51226.1	Career technical education
Ed. Code 51228.1-51228.3	Course periods without educational content
Ed. Code 52059.5	Statewide system of support
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 52075	Complaint for lack of compliance with local control and accountability plan requirements
Ed. Code 52300-52462	Career technical education
Ed. Code 52500-52617	Adult schools
Ed. Code 54400-54425	Compensatory education programs
Ed. Code 54440-54445	Migrant education
Ed. Code 54460-54529	Compensatory education programs
Ed. Code 59000-59300	Special schools and centers
Ed. Code 64000-64001	Consolidated application process; school plan for student achievement
Ed. Code 65000-65001	School site councils
Ed. Code 8200-8488	Child care and development programs
Ed. Code 8500-8538	Adult basic education
Gov. Code 11135	Prohibition of discrimination - <a href="https://simbli.eboardsolutions.com/SU/PcUFWeMcCJnzBrKAL0EtfQ==">https://simbli.eboardsolutions.com/SU/PcUFWeMcCJnzBrKAL0EtfQ==</a>
Gov. Code 12900-12996	Fair Employment and Housing Act
H&S Code 1596.792	California Child Day Care Act; general provisions and definitions
H&S Code 1596.7925	California Child Day Care Act; health and safety regulations
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment

**Federal References**

	<b>Description</b>
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 6301-6576	Title I Improving the Academic Achievement of the Disadvantaged
20 USC 6801-7014	Title III language instruction for limited English proficient and immigrant students
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Designation of responsible employee for Section 504
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs
34 CFR 106.30	Discrimination on the basis of sex in education programs and activities; definitions
34 CFR 106.44	Recipient's response to sexual harassment
34 CFR 106.45	Grievance process for formal complaints of sexual harassment
34 CFR 106.8	Designation of responsible employee and adoption of grievance procedures

34 CFR 110.25	Notification of nondiscrimination on the basis of age
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 11431-11435	McKinney-Vento Homeless Assistance Act
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000e-17	Title VI and Title VII Civil Rights Act of 1964, as amended
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975

**Management Resources References**

**Description**

California Department of Education Publication	Uniform Complaint Procedure 2021-22 Program Instrument
California Department of Education Publication	Sample UCP Board Policies and Procedures
U.S. DOE, Office for Civil Rights Publication	Part 1: Questions and Answers Regarding the Department's Title IX Regulations, January 2021
U.S. DOE, Office for Civil Rights Publication	Questions and Answers on the Title IX Regulations on Sexual Harassment, July 2021
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
U.S. DOJ Publication	Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2007
Website	CSBA District and County Office of Education Legal Services - <a href="https://simbli.eboardsolutions.com/SU/UdykszdmPETuDsIshXk6R5akQ==">https://simbli.eboardsolutions.com/SU/UdykszdmPETuDsIshXk6R5akQ==</a>
Website	Student Privacy Policy Office - <a href="https://simbli.eboardsolutions.com/SU/vQvG7O4R64DgKeNodKIAAQ==">https://simbli.eboardsolutions.com/SU/vQvG7O4R64DgKeNodKIAAQ==</a>
Website	U.S. Department of Agriculture - <a href="https://simbli.eboardsolutions.com/SU/njpdBqDfo1Mslsh1ZLplusszTslshRw==">https://simbli.eboardsolutions.com/SU/njpdBqDfo1Mslsh1ZLplusszTslshRw==</a>
Website	California Department of Social Services - <a href="https://simbli.eboardsolutions.com/SU/TFIWOAAhRHb4PYNSjIzKIQ==">https://simbli.eboardsolutions.com/SU/TFIWOAAhRHb4PYNSjIzKIQ==</a>
Website	U.S. Department of Justice - <a href="https://simbli.eboardsolutions.com/SU/BPwrkTmFhG0Sxt3hKCVuBw==">https://simbli.eboardsolutions.com/SU/BPwrkTmFhG0Sxt3hKCVuBw==</a>
Website	California Department of Education - <a href="https://simbli.eboardsolutions.com/SU/os2jq5DcA2RawmY2VZ5FZQ==">https://simbli.eboardsolutions.com/SU/os2jq5DcA2RawmY2VZ5FZQ==</a>
Website	CSBA - <a href="https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==">https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==</a>
Website	U.S. Department of Education, Office for Civil Rights - <a href="https://simbli.eboardsolutions.com/SU/xmCPrTcoZle111WmbX10Vg==">https://simbli.eboardsolutions.com/SU/xmCPrTcoZle111WmbX10Vg==</a>
Website	California Department of Fair Employment and Housing - <a href="https://simbli.eboardsolutions.com/SU/RRvNseNogmlnMLyl8K40jw==">https://simbli.eboardsolutions.com/SU/RRvNseNogmlnMLyl8K40jw==</a>

**Cross References**

**Description**

0410	Nondiscrimination In District Programs And Activities - <a href="https://simbli.eboardsolutions.com/SU/ZfvsIshTFSLUSaNHplus1sPEIxew==">https://simbli.eboardsolutions.com/SU/ZfvsIshTFSLUSaNHplus1sPEIxew==</a>
0420	School Plans/Site Councils - <a href="https://simbli.eboardsolutions.com/SU/CCBnXIZNjbpIusjYX57EOtH9g==">https://simbli.eboardsolutions.com/SU/CCBnXIZNjbpIusjYX57EOtH9g==</a>
0420	School Plans/Site Councils - <a href="https://simbli.eboardsolutions.com/SU/9VfDk8O3G2plusSSgn3gYoEAA==">https://simbli.eboardsolutions.com/SU/9VfDk8O3G2plusSSgn3gYoEAA==</a>
0420.41	Charter School Oversight - <a href="https://simbli.eboardsolutions.com/SU/NDJHzDJeM1TxQ2ftWrHLGw==">https://simbli.eboardsolutions.com/SU/NDJHzDJeM1TxQ2ftWrHLGw==</a>

0420.41-E PDF(1) Charter School Oversight -  
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0430 Comprehensive Local Plan For Special Education -  
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0430 Comprehensive Local Plan For Special Education -  
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0450 Comprehensive Safety Plan -  
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0450 Comprehensive Safety Plan -  
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0460 Local Control And Accountability Plan -  
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0460 Local Control And Accountability Plan -  
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0470 COVID-19 Mitigation Plan -  
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1100 Communication With The Public -  
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1113 District And School Web Sites -  
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1113-E PDF(1) District And School Web Sites -  
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1114 District-Sponsored Social Media -  
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1220 Citizen Advisory Committees -  
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1250 Visitors/Outsiders -  
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1312.1 Complaints Concerning District Employees -  
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1312.1 Complaints Concerning District Employees -  
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1312.2 Complaints Concerning Instructional Materials -  
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1312.2 Complaints Concerning Instructional Materials -  
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1312.2-E PDF(1) Complaints Concerning Instructional Materials -  
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1312.4 Williams Uniform Complaint Procedures -  
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1312.4-E PDF(1) Williams Uniform Complaint Procedures -  
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1312.4-E PDF(2) Williams Uniform Complaint Procedures - <https://simbli.eboardsolutions.com/SU/cCRBD3plusDitticNMz4ZfEgQ==>

1313 Civility - <https://simbli.eboardsolutions.com/SU/jpi8V3ZO6Mp7e9qqplusrlljQ==>

1340 Access To District Records - <https://simbli.eboardsolutions.com/SU/HYV525Dx0O49xQZ29uLnAw==>

1340 Access To District Records - <https://simbli.eboardsolutions.com/SU/nj2PgtNhhLuotsPNKbLmUA==>

3260 Fees And Charges - <https://simbli.eboardsolutions.com/SU/fbrW72CqmDCLHHfmNFNtZg==>

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3555 Nutrition Program Compliance - <https://simbli.eboardsolutions.com/SU/qsIshb7vi8E3rb8NKpLNLnZcg==>

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3580 District Records - <https://simbli.eboardsolutions.com/SU/qyYywLnJp93oB5euHqQdmA==>

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4030 Nondiscrimination In Employment - <https://simbli.eboardsolutions.com/SU/b6BoW9MdCDOEUoprHK0Mhg==>

4030 Nondiscrimination In Employment - <https://simbli.eboardsolutions.com/SU/GIXjflGTx7jKlZC3VHlgaw==>

4112.23 Special Education Staff - <https://simbli.eboardsolutions.com/SU/slsh4lplusZyV2VQ63Hhm5KM2FHg==>

4112.9 Employee Notifications - <https://simbli.eboardsolutions.com/SU/vTeO8cRg2ay7RJneBoN2eA==>

4112.9-E PDF(1) Employee Notifications - <https://simbli.eboardsolutions.com/SU/f3qV6leqvrGT7CzrYNGDrA==>

4118 Dismissal/Suspension/Disciplinary Action - <https://simbli.eboardsolutions.com/SU/sWBhNXasEXaLYBII32z3fw==>

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4119.1 Civil And Legal Rights - <https://simbli.eboardsolutions.com/SU/7wKcUOWWWhslshAslsh4PqPLGaRfg==>

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4119.11 Sexual Harassment - <https://simbli.eboardsolutions.com/SU/c3IRdaTI3BCdJc5zz3TtwQ==>

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4218 Dismissal/Suspension/Disciplinary Action -  
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4219.1 Civil And Legal Rights -  
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4219.11 Sexual Harassment -  
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4219.23 Unauthorized Release Of Confidential/Privileged Information -  
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4231 Staff Development -  
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4244 Complaints -  
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4244 Complaints - <https://simbli.eboardsolutions.com/SU/FKq6RjeZN1bSIUKW1qqrpw==>

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4319.11 Sexual Harassment -  
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4331 Staff Development -  
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4344 Complaints -  
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4344 Complaints - <https://simbli.eboardsolutions.com/SU/PyBzuDMGJI9slshboQCQOSABw==>

5116.1 Intradistrict Open Enrollment - <https://simbli.eboardsolutions.com/SU/jslsh7o2isITMeiq9maeiwsw==>

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5116.1-E PDF(1) Intradistrict Open Enrollment - <https://simbli.eboardsolutions.com/SU/zeyjR4tvDrdplus9vzBeledcw==>

5116.1-E PDF(2) Intradistrict Open Enrollment - <https://simbli.eboardsolutions.com/SU/Dyx6C4tQm1UBQwoy14RqIA==>

5117 Interdistrict Attendance - <https://simbli.eboardsolutions.com/SU/zZyxxFlyvUqJQ8Hhfsjsh3aQ==>

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5125 Student Records - <https://simbli.eboardsolutions.com/SU/M9nkn9mUU6EDKOcsJerZLw==>

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5131.62 Tobacco - <https://simbli.eboardsolutions.com/SU/7L8QLME1V48nnYVF50Jsplusw==>

5131.62 Tobacco - <https://simbli.eboardsolutions.com/SU/slshFObMmhoQJwFvaR8v3B7Gw==>

5137 Positive School Climate - <https://simbli.eboardsolutions.com/SU/EoA1pluskpBHItMUqF3uA8yLw==>

5141.22 Infectious Diseases - <https://simbli.eboardsolutions.com/SU/Z7w4Ez6o0oM6JktUu9JilQ==>

5141.22 Infectious Diseases - <https://simbli.eboardsolutions.com/SU/slshCjEc5HUAJKVviFgeOch7w==>

5141.4 Child Abuse Prevention And Reporting - <https://simbli.eboardsolutions.com/SU/HjymrSmGJrvTwBkQRbI9Aw==>

5141.4 Child Abuse Prevention And Reporting - <https://simbli.eboardsolutions.com/SU/fon40ZjSVvXTfQqn2klb4A==>

5144 Discipline - <https://simbli.eboardsolutions.com/SU/CBaBARxNRSdPkLEf1gIDBA==>

5144 Discipline - <https://simbli.eboardsolutions.com/SU/dlpXPoQZExp4CMAAtNarBfw==>

5144.1 Suspension And Expulsion/Due Process - <https://simbli.eboardsolutions.com/SU/ypKlpluslu9ZHiE9VzBDHTk3Q==>

5144.1 Suspension And Expulsion/Due Process - <https://simbli.eboardsolutions.com/SU/6wG3nHL5NNWaSJRNXO425Q==>

5145.3 Nondiscrimination/Harassment - <https://simbli.eboardsolutions.com/SU/kJKFAkAcYvCCNmXVPfk3mA==>

5145.3 Nondiscrimination/Harassment - <https://simbli.eboardsolutions.com/SU/ITByOyuCJcteBUXxWSRMQ==>

5145.6 Parent/Guardian Notifications - <https://simbli.eboardsolutions.com/SU/4MGkqFRWn3QYPslsh4Zc3gH2Q==>

5145.6-E PDF(1) Parent/Guardian Notifications - <https://simbli.eboardsolutions.com/SU/plusKKi927JcJwVplusVb5V3KxA==>

5145.7 Sexual Harassment - <https://simbli.eboardsolutions.com/SU/uy5CphV54TplusOpDIVslshi5wXQ==>

5145.7 Sexual Harassment - <https://simbli.eboardsolutions.com/SU/kgINupluscrGslsh0EY0oUkRvnwA==>

5145.71 Title IX Sexual Harassment Complaint Procedures -  
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5145.71-E PDF(1) Title IX Sexual Harassment Complaint Procedures -  
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5145.9 Hate-Motivated Behavior -  
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5146 Married/Pregnant/Parenting Students -  
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6142.1 Sexual Health And HIV/AIDS Prevention Instruction -  
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6142.1 Sexual Health And HIV/AIDS Prevention Instruction -  
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6142.7 Physical Education And Activity -  
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6142.7 Physical Education And Activity -  
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6145 Extracurricular And Cocurricular Activities -  
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6145 Extracurricular And Cocurricular Activities -  
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6145.2 Athletic Competition -  
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6145.2 Athletic Competition -  
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6146.1 High School Graduation Requirements -  
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6152 Class Assignment -  
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6159 Individualized Education Program -  
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6159 Individualized Education Program -  
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6159.1 Procedural Safeguards And Complaints For Special Education -  
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6159.1 Procedural Safeguards And Complaints For Special Education -  
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6159.2 Nonpublic, Nonsectarian School And Agency Services For Special Education -  
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6159.2 Nonpublic, Nonsectarian School And Agency Services For Special Education -  
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6159.3 Appointment Of Surrogate Parent For Special Education Students -  
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6159.3 Appointment Of Surrogate Parent For Special Education Students -  
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6164.2 Guidance/Counseling Services -  
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6164.2 Guidance/Counseling Services -  
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6164.4 Identification And Evaluation Of Individuals For Special Education -  
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6164.4 Identification And Evaluation Of Individuals For Special Education - <https://simbli.eboardsolutions.com/SU/MYs5T2XzOx6yLbnSslshozWdA==>

6164.5 Student Success Teams - <https://simbli.eboardsolutions.com/SU/QsQdXM01chMtUTVUUvsCoQ==>

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6171 Title I Programs - <https://simbli.eboardsolutions.com/SU/yzOxMq9h0z57GiftXjnlkA==>

6171 Title I Programs - <https://simbli.eboardsolutions.com/SU/KpccVzOOjrAxy1F5w6oDtw==>

6173 Education For Homeless Children - <https://simbli.eboardsolutions.com/SU/i9xrQ78oBUXWy7qD1lchMg==>

6173 Education For Homeless Children - <https://simbli.eboardsolutions.com/SU/EArxjCoKEs60tFUXcM78rg==>

6173-E PDF(1) Education For Homeless Children - <https://simbli.eboardsolutions.com/SU/mnMIK3F0oZPVrTQTL3nnTA==>

6173-E PDF(2) Education For Homeless Children - <https://simbli.eboardsolutions.com/SU/sH6yt9P9ZmMp2XqydwUplusAQ==>

6173.1 Education For Foster Youth - <https://simbli.eboardsolutions.com/SU/EAnHWCMB1ozqR4v0NGvazA==>

6173.1 Education For Foster Youth - <https://simbli.eboardsolutions.com/SU/uM7b569pxTpux4iISGe3Pw==>

6175 Migrant Education Program - <https://simbli.eboardsolutions.com/SU/nFIK34gkZXJKLuOgrU5apA==>

6178 Career Technical Education - <https://simbli.eboardsolutions.com/SU/gIMuKsNxsZ5jRAYplusPyq8jQ==>

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6178.1 Work-Based Learning - <https://simbli.eboardsolutions.com/SU/cvNRzdpjwY6slsh9nx06ubSTA==>

6178.1 Work-Based Learning - <https://simbli.eboardsolutions.com/SU/t6d6QK2OslshWcPXjSslshNfJLXg==>

6178.2 Regional Occupational Center/Program - <https://simbli.eboardsolutions.com/SU/LIEkCko9NbJqD8yxPeTpWA==>

6200 Adult Education - <https://simbli.eboardsolutions.com/SU/ERvO7R8w4kvUNtf9H7h3ZA==>

6200 Adult Education - <https://simbli.eboardsolutions.com/SU/81hZslshfjh7ZSf9waj7Qnk9A==>

9000 Role Of The Board - <https://simbli.eboardsolutions.com/SU/8JSKTUMD5MacybaSb01aeQ==>

9011 Disclosure Of Confidential/Privileged Information - <https://simbli.eboardsolutions.com/SU/4x1tbBWWHE1f5q1BNQOzSQ==>

9012 Board Member Electronic Communications - <https://simbli.eboardsolutions.com/SU/ddAOFjcU08sondGM4aBKIQ==>

9124 Attorney - <https://simbli.eboardsolutions.com/SU/1ptLzLg2UrmstzhIVdGGg==>

9200 Limits Of Board Member Authority - <https://simbli.eboardsolutions.com/SU/7FeVtGexn0gNJFP1whDY9Q==>

9321 Closed Session - <https://simbli.eboardsolutions.com/SU/SmPSijd8tm62uVUuUJN8lw==>

9321-E PDF(1) Closed Session - <https://simbli.eboardsolutions.com/SU/T0BplusmVZkslshBdbmLEnKMf8Yg==>



9321-E PDF(2)

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9322

Agenda/Meeting Materials -  
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