

**UNIFORM COMPLAINT PROCEDURES**

The Board of Education and Superintendent recognize that the Garfield School District has primary responsibility for insuring that it complies with state and federal laws and regulations governing educational programs. The Garfield School District shall investigate and seek to resolve complaints at the local level in accordance with applicable laws and administrative regulations related to this policy. The Superintendent/designee shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination based on age, sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color or mental or physical disability in any program or activity that receives or benefits from state financial assistance. Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state or federal law in the following Garfield School District programs: consolidated categorical aid programs, vocational education, child care and development programs, child nutrition programs and special education programs.

This policy prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination, or for participation in complaint procedures. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. This includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Such employees may have access to legal counsel as determined by the Superintendent or designee.

This policy and related Administrative Guidelines are intended to comply with Title 5 of the California Code of Regulations, 4600 et seq., and are not intended to extend beyond such requirements.

*Legal Reference:*EDUCATION CODE

- 200-262.3 Educational Equity
- 48985 Languages other than English
- 49060-49079 Student records
- 49490-49590 Child nutrition program
- 52300-52499.6 Vocational education
- 52800-52870 School-based coordinated programs
- 54000-54041 Economic Impact Aid programs

**COMMUNITY RELATIONS**

**Board Policy 1312.4(b)**

56000-56885 Special education programs  
64000-64001 Consolidated application process  
CODE OF REGULATIONS, TITLE 5  
3080 Application of section  
4600-4671 Uniform complaint procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs  
PENAL CODE  
422.6 Interference with constitutional right or privilege  
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

Policy  
Adopted: October 21, 1992  
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August 10, 2005

**HUMBOLDT COUNTY GARFIELD SCHOOL DISTRICT**  
Eureka, California