

Soledad Unified School District Uniform Complaint Procedures (UCP) Annual Notice for 2021-2022

For students, employees, parents/guardians, school and district advisory committee members, private school officials, and other interested parties

The *Soledad Unified School District* annually notifies our its students, employees, parents or guardians of its students, the district advisory committee, school advisory committees, appropriate private school officials, and other interested parties of the Uniform Complaint Procedures (UCP) process.

The *Soledad Unified School District* is primarily responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation or bullying against any protected group as identified under sections 200 and 220 and Section 11135 of the Government Code, including any actual or perceived characteristics as set forth in Section 422.55 of the Penal Code, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by any educational institution, as defend in Section 210.3, that is funded by, or that receives or benefits from, any state financial assistance and all programs and activities that are subject to the UCP in:

Adult Education	Educational and Graduation requirements for pupils who are homeless, pupils from military families and pupils formerly in Juvenile Court now enrolled in a School District
After School Education and Safety	English Learner Programs
Agricultural Career Technical Education	Every Student Succeeds Act / No Child Left Behind (Titles I–VII)
Tobacco-Use Prevention Education	Local Control and Accountability Plans (LCAP)
Bilingual Education	Migrant Education
California Peer Assistance and Review Programs for Teachers	Physical Education Instructional Minutes (for grades one through six)
Career Technical and Technical Education; Career Technical; Technical Training	Pupil Fees
Career Technical Education	Reasonable Accommodations to a Pregnant, Lactating and Parenting Pupil
Child Care and Development	Regional Occupational Centers and Programs
Child Nutrition	School Plans for Student Achievement
Compensatory Education	School Safety Plans
Consolidated Categorical Aid	School Site Councils
Course Periods without Educational Content (for grades nine through twelve)	Special Education
Discrimination, harassment, intimidation, or bullying against protected groups	State Preschool Health and Safety Issues in LEAs Exempt from Licensing
Economic Impact Aid	Any other state or federal program the State Superintendent of Public Instruction (SSPI) or designee deems appropriate

Filing a UCP Complaint:

A UCP complaint shall be filed no later than one year from the date the alleged violation occurred.

For complaints relating to Local Control and Accountability Plans (LCAP), the date of the alleged violation is the date when the reviewing authority approves the LCAP or annual update that was adopted by our agency.

A pupil enrolled in any of our public schools shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee complaint may be filed with the principal of a school or our superintendent or their designee.

A pupil fee or LCAP complaint may be filed anonymously, that is, without an identifying signature, if the complainant provides evidence or information leading to evidence to support an allegation of noncompliance.

The staff member, position, or unit responsible to receive UCP complaints in our agency is:

Name or title: Marilyn Cline, Executive Director of Human Resources

Unit or office: District Office

Address: 1261 Metz Road, Soledad, CA 93960

Phone: (831) 678-3950 E-mail address: mcline@soledad.k12.ca.us

Responsibilities of *Soledad Unified School District*

Complaints will be investigated and a written report with a Decision will be sent to the complainant within sixty (60) days from the receipt of the complaint. This time period may be extended by written agreement of the complainant. The person responsible for investigating the complaint shall conduct and complete the investigation in accordance with our UCP policies and procedures.

The complainant has a right to appeal our Decision of complaints regarding specific programs and activities subject to the UCP, pupil fees and the LCAP to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving our Decision. The appeal must be accompanied by a copy of the originally-filed complaint and a copy of our Decision.

We shall post a standardized notice, in addition to this notice, with educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families and pupils formerly in Juvenile Court now enrolled in a school district.

We shall post a standardized notice, in order to identify appropriate subjects of state preschool health and safety issues pursuant to Section 1596.7925 of the California Health and Safety Code (HSC).

We advise complainants of the opportunity to appeal an Investigation Report of complaints regarding programs within the scope of the UCP to the Department of Education (CDE).

We advise complainants of civil law remedies, including injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Copies of our UCP procedures shall be available free of charge.

A complaint form may be obtained at the school office, district office, or downloaded from the school's Web site at soledadusd.org. You may also download a copy of the California Department of Education complaint form in English and in other languages from the following Web site:
<http://www.cde.ca.gov/re/cp/uc/ucpmonitoring.asp>