

WILLIAMS UNIFORM COMPLAINT NOTICE

Oxnard Union High School District PARENTS/FAMILIES/GUARDIANS, STUDENTS, AND TEACHERS

Pursuant to Education Code 35186, you are hereby notified:

1. There should be sufficient textbooks and instructional materials. That means each student, including an English Learner, must have a textbook or instructional materials, or both, to use in class and to take home.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or misassignments. There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential to teach the class, including the certification required to teach English learners, if present.

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.

If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district's Williams Uniform Complaint procedures as required by law.

A complaint form may be obtained at the school office or district office or online:

<https://www.oxnardunion.org/human-resources/uniform-complaint-procedure/>

For additional information:

California Department of Education Uniform Complaint Procedures

<http://www.cde.ca.gov/re/cp/uc>