

PUSD COMPLAINT PROCEDURES

Type of Complaint	Description of Complaint	Statute, Board Policy (BP), Administrative Regulation (AR)	Complaint Form
1. Complaint Against a District Employee	Concern with a PUSD employee that is not connected to any of the protected classes outlined in the UCP procedure below	BP 1312.1 AR 1312.1	Complaint Against a District Employee Form
2. Complaints Concerning Instructional Materials	Concern related to the content or use of instructional materials, including textbooks, supplementary instructional materials, library materials, or other instructional materials and equipment	BP 1312.2 AR 1312.2	Exhibit 1312.2-E
3. Uniform Complaint Procedures (UCP)	Concern related to being part of a protected class as outlined in BP 1312.3 (includes Williams complaint)	BP 1312.3 AR 1312.3	UCP Form
4. Williams UCP Complaint	Concern related to any deficiency with instructional materials, teacher vacancy or misassignment, emergency or urgent facilities conditions that pose a threat to the health and safety of students or staff	BP 1312.3 AR 1312.4	UCP Quarterly Report
5. Sexual Harassment	Concern associated with sexual harassment	BP 4119.11 AR 4119.11	UCP Form
6. Title IX	<p>Concern of discrimination on the basis of sex, which can include, sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion</p> <p><i>This process does not require an official complaint in writing, so if a Title IX issue comes up, the information should be submitted to titleix@pleasantonusd.net immediately. The Title IX complaint form should also be sent to the individual with the concern.</i></p>	<p style="text-align: center;">Title IX Information Page</p> <p style="text-align: center;">AR 4119.12</p>	Title IX Complaint Form
7. Nondiscrimination in Employment:	Concern related to being discriminated against as outlined in BP 4030	BP 4030 AR 4030	UCP Form

All formal complaint procedures will be reviewed by the PUSD Title IX Officer/Administrator with oversight of complaints investigations, and a communication will be sent to the assigned investigator with timelines and templates to assist with the process.