



UNIFORM COMPLAINT PROCEDURES

The Uniform Complaint Procedures of the Visalia Unified School District are supported by Education Code as well as Board of Trustee Policy. The Uniform Complaint Procedure addresses complaints alleging unlawful discrimination or failure to comply with state or federal law in adult basic education, consolidated categorical aid programs, migrant education, vocational education, child care and development programs, child nutrition programs, and special education programs.

The Board of Trustees encourages the resolution of complaints through the mediation process. Furthermore, the Board of Trustees prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination, or for participation in the complaint procedures.

When it is alleged that district has violated federal or state laws or regulations governing educational programs, the following complaint procedures are established:

1. Filing of Complaint
2. Mediation
3. Investigation of Complaint
4. Response
5. Final Written Decision

Legal Reference: California Code of Regulations, Title 5, Sections 4600-4671; BP 1312.3(a); AR 1312.3(b)

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 as 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.

Visalia Unified School District Compliance Officers

Assistant Superintendent, Educational Services (Special Education, Adult Basic Education, Consolidated Categorical Aid Programs, Migrant Education, Career Technical Education)

Chief Operations Officer (Child Nutrition Programs)

Assistant Superintendent, Human Resources (Personnel)

Administrator, Student Services (District 504/Title IX Coordinator)