



ONTARIO-MONTCLAIR SCHOOL DISTRICT

Uniform Complaint Procedures Annual Notice (UCP)

2024 – 2025

Parent/Guardian & Student Copy

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

The *Ontario-Montclair School District* annually notifies 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 *Ontario-Montclair 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, and all programs and activities that are subject to the UCP in:

The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:

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Accommodations for Pregnant and Parenting Program	Educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils of military families, former Juvenile Court pupils, pupils who are migratory, and pupils participating in a newcomer program.
After School Education and Safety	
Child Care and Development Programs	
Compensatory Education	
Consolidated Categorical Aid Programs	
Discrimination, harassment, intimidation, or bullying against any protected group as identified under Education Code (EC) Sections 200 & 220 & Government Code Section 11135, including any actual or perceived characteristics as set for in Penal Code Section 422.55, 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 an educational institutions, as defined in EC Section 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance.	Every Student Succeeds Act (ESSA)
	Local Control Accountability Plans (LCAP)
	Physical Education Instructional Minutes
	Reasonable Accommodations to a Lactating Pupil
	School Plan for Student Achievement
	School Site Council
	State Preschool
	Unlawful Pupil Fees
	Migrant Education

A pupil fee includes, but is not limited to, all of the following:

1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.
2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

A pupil fees complaint may be filed with the principal of a school or the Superintendent or his or her designee. A pupil fees and/or an LCAP complaint may be filed anonymously, however, the complaint must provide evidence or information leading to evidence to support the complaint A pupil fee complaint shall be filed no later than one year from the date the alleged violation occurred.

We shall post a standardized notice of the educational rights of pupils in foster care, pupils who are homeless, pupils of military families, migrant students and former juvenile court pupils now enrolled in a school district as specified in EC Sections 48853, 48853.5, 49069.5, 51225.1, and 51225.2. This notice shall include complaint process information, as applicable. Complete contact information related to Title IX is posted on the Districts website at www.omsd.net.

Hugo Lopez, Director
Child Welfare, Attendance & Records
950 West "D" Street
Ontario, CA 91762
(909) 418-6477
hugo.lopez@omsd.net

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 or the respondent have the right to appeal our Final Written Decision of the complaints regarding discrimination, 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.

A complainant seeking civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable, may pursue civil law remedies outside the District's UCP Process, 60 calendar days after filing an appeal with CDE.

Copies of our Uniform Complaint Procedures process shall be available free of charge at www.omsd.net.