



Date Received: _____

**Uniform Complaint Procedures
District Authorized Independent Charter School**

Charter schools receiving federal funds are subject to provisions of the Uniform Complaint Procedures (UCP). These may be used for complaints alleging non-compliance of state and federal laws and regulations governing educational programs or discrimination. Most parents'/guardians' concerns can be resolved informally with the school principal. If this is not possible, this form may be used to file a formal complaint. Complaints against a district authorized charter school should first be addressed at the school site by talking to the teacher, and, if necessary, the school principal. If the problem is not resolved, the school's governing board should be contacted, followed by the school's charter authorizing entity.

I. Contact Information

Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Work or Cell Phone _____

Please check Parent/Guardian Student District Employee Other _____

II. Complaint

Date _____

School site of alleged violation ACE Cornerstone KIPP Heritage
 Rocketship Mosaic Rocketship Spark Voices

Subject of the complaint (UCP)

Please check all that apply

_____ Discrimination, harassment, violence, intimidation, bullying on the basis of (circle all that apply) age, sex, sexual orientation, gender, gender identity, gender expressing, genetic information, ethnic group identification, race, ancestry, nationality, national origin, religion, marital or parental status, color, or mental or physical disability

_____ Prohibition against requiring students to pay fees, deposits or other charges for participation in educational activities

_____ Requirements for development and adoption of a school safety plan

_____ Violation of law governing the following program(s): Special Education Categorical Aid such as No Child Left Behind, LCAP, School Improvement Program, Williams Act

Non – Uniform Complaints: Safety Facilities Instructional Program
 Communication Personnel



Franklin-McKinley School District

PREPARING ALL CHILDREN AS GLOBAL LEARNERS

III. Additional information

Please describe the specific nature of your complaint, in detail, including the dates(s), name(s) of people involved in the complaint, and the results of any previous meetings or discussions with site or District personnel.

IV. Remedy Desired

If you desire a remedy or wish the District/Organization to take a particular course of action, please specify:

I understand that the District may request further information about this matter. If such information is available, I shall present it upon request.

I declare that the foregoing is true and correct.

Signature

Date

This complaint form must be submitted to the Assistant Superintendent, Educational Services. Complaints pertaining to District approved Charter Schools will be forwarded to the Charter School Board of Education or District – Charter liaison.