

# **Kern High School District 2017-2018**

## **ANNUAL NOTIFICATION OF UNIFORM COMPLAINT PROCEDURES (UCP)**

For students, employees, parents or guardians of its students, school and district advisory committees, appropriate private school officials or representatives, and other interested parties

The Kern High School District has the primary responsibility to insure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination and complaints alleging violation of state or federal laws governing educational programs.

The Kern High School District shall investigate and seek to resolve complaints using policies and procedures known as the Uniform Complaint Procedures (UCP) adopted by our local board (BP/AR/E 1312.3 Uniform Complaint Procedures and AR/E 1312.4 Williams Uniform Complaint Procedures). Unlawful discrimination complaints may be based on actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 42.55, or in any program or activity that receives or benefits from state financial assistance. The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in Adult Education, Consolidated Categorical Aid Programs, Migrant Education, Education of English Learners, Education of Foster Youth, Homeless, Former Juvenile Court Students, Lactating Pupil, Career Technical and Technical Education and Training Programs, Local Control Accountability Plan, Courses without Educational Content or Previously Satisfactorily Completed, Child Care and Developmental Programs, Child Nutrition Programs, Special Education Programs, Pupil Fees for Educational Activities, Safety Planning Requirements, and Retaliation against Complainant.

Complaints must be filed in writing with the following compliance officer:

Dr. Michael Zulfa  
5801 Sundale Avenue  
Bakersfield, CA 93309  
661-827-3100

Complaints alleging discrimination must be filed within six (6) months from the date the alleged discrimination occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, unless the time for filing is extended by the superintendent or his or her designee.

Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The LEA person responsible for investigating the complaint shall conduct and complete the investigation in accordance with sections 4680-4687 and in accordance with local procedures adopted under section 4621.

The complainant has a right to appeal the LEA's Decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving the LEA's Decision. The appeal must include a copy of the complaint filed with the LEA and a copy of the LEA's Decision.

Civil law remedies may be available under state or federal discrimination laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. A complainant may pursue available civil law remedies outside of the LEA's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. A copy of the Kern High School District's UCP policy and complaint procedures shall be available free of charge.