

## Compliance Officers

The District has identified the following compliance officers, who will be responsible for receiving and investigating complaints for specific programs and related matters:

### Adult and Community Education

*Director, Adult and Community Education*  
(916) 686-7717

### Consolidated Categorical Aid Programs

*Director, Learning Support Services*  
(916) 686-7712

### Migrant Education

*Director, Learning Support Services*  
(916) 686-7712

### Career Technical and Technical Education and Career Technical and Technical Training Programs

*Director, Alternative Education*  
(916) 686-7709

### Child Care & Development Programs

*Associate Superintendent, PreK-6 Education*  
(916) 686-7704

### Child Nutrition Programs

*Director, Food & Nutrition Services*  
(916) 686-7735

### Special Education Programs

*Director, Special Education*  
(916) 686-7780

### Homeless Education

*Director, Student Support & Health Services*  
(916) 686-7568

### Foster Youth Education

*Foster Youth Liaison*  
(916) 686-7568

### Discrimination Complaints

Involving district employees:

*Assoc. Superintendent, Human Resources*  
(916) 686-7795

Involving students:

*Assoc. Superintendent, PreK-6 Education*  
(916) 686-7704

*Assoc. Superintendent, Secondary Education*  
(916) 686-7706

For more information, contact:

**Legal Compliance Specialist**  
**Human Resources Department**  
**(916) 686-7795**

### Elk Grove Unified School District Board of Education

Jeanette J. Amavisca  
Pollyanna Cooper-LeVangie  
Priscilla S. Cox  
Pamela A. Irely  
William H. Lugg, Jr.  
Chet Madison, Sr.  
Brian D. Myers

Steven M. Ladd, Ed.D., *Superintendent*

## Uniform Complaint Procedures

### 2007-2008

(Board Policy and Administrative  
Regulation 1312.3)



Elk Grove Unified School District  
9510 Elk Grove-Florin Road  
Elk Grove, CA 95624  
[www.egusd.net](http://www.egusd.net)

## **Purpose**

The governing Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5 CCR 4620)  
Uniform complaint procedures shall be used when addressing complaints alleging:

Unlawful discrimination against any protected group as identified under Education Code sections 200 and 220 and Government Code section 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color or mental or physical disability, or age, 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 district program or activity that receives or benefits from state financial assistance. (5 CCR 4610);

or

Failure to comply with state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and

technical education and career technical and technical training programs, child care and development programs, child nutrition programs and special education programs. (5 CCR 4610)

## **Procedure**

The following uniform complaint procedures shall be used to address all complaints that allege that the district has violated federal and state laws or regulations governing educational programs:

- 1) Any individual, public agency, organization, or private school official or representative alleging a violation of state or federal statutes may file a complaint with the district. The written complaint is to be submitted to: Elk Grove Unified School District, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624 and should be addressed to the appropriate compliance officer listed below. Discrimination complaints must be filed not later than six months from the date the alleged discrimination occurs, or six months from the date the complainant first obtains knowledge of the facts of the alleged discrimination.
- 2) The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline.

## **Appeal**

If dissatisfied with the district's decision, the complainant may appeal in writing to the California Department of Education (CDE) within 15 days of receiving the district's decision. The appeal to the CDE must include a copy of the complaint filed with the district and a copy of the district's decision. (5 CCR 4632).

## **Civil Law Remedies**

A complainant may pursue available civil law remedies outside of the district'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. For discrimination complaints, however, a complainant must wait until 60 days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies. The moratorium does not apply to injunctive relief and is applicable only if the district has appropriately, and in a timely manner, apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4632.