



**Morongo Unified School District
2014/2015**

**ANNUAL NOTIFICATION OF
THE 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 Morongo Unified 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, harassment, intimidation or bullying and complaints alleging violation of state or federal laws governing educational programs.

The Morongo Unified 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. Unlawful discrimination, harassment, intimidation or bullying complaints may be based on actual or perceived characteristics such as age, ancestry, color, ethnic group identification, gender identity, gender expression, gender, mental or physical disability, nationality, national origin, race, ethnicity, religion, sex, or sexual orientation, 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 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 Consolidated Categorical Aid Programs, Career Technical and Technical Education And Training Programs, Child Care And Developmental Programs, Child Nutrition Programs, Special Education Programs, and Safety Planning Requirements.

Uniform complaint procedures shall also be used to address any complaint alleging Unauthorized Charging of Pupil Fees* for Educational Activities

- a. A District pupil shall not be required to pay a pupil fee for participation in an educational activity.
- b. All supplies, materials, and equipment needed to participate in educational activities shall be provided to pupils free of charge.

*"Pupil fee" means a fee, deposit, or other charge imposed on pupils, or a pupil's parents or guardians, in violation of CA Ed. Code § 49011 and Section 5 of Article IX of the California Constitution.

A pupil fee complaint shall not be filed later than one year from the date the alleged violation occurred.

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

Name and/or Title of Compliance Officer: **Assistant Superintendent, Instructional Services**

Address:

**PO Box 1209/5715 Utah Trail,
Twentynine Palms CA 92277**

Telephone Number:

(760) 367-9191 extension 4224

Complaints alleging discrimination, harassment, intimidation or bullying must be filed within six (6) months from the date the alleged discrimination, harassment, intimidation or bullying occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation or bullying, 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, harassment, intimidation or bullying 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 Morongo Unified School District's UCP policy and complaint procedures shall be available free of charge.