

RED BLUFF UNION ELEMENTARY SCHOOL DISTRICT

COMPLAINT FORM

For Office Use Only Case #: Check One ☐ Public ☐ Student* ☐ Employee ☐ Applicant ☐ Parent/Guardian ☐ Anonymous Date (mm/dd/yy): / Response Requested: \square Yes \square No Site/Location: Administrator: Course or Grade Level: Room Number or Location: Site/Location Address: **Email Address:** Name of Complainant (Print): Complainant Address: Complainant Home/Work Phone: Location: **Please indicate the type of complaint below:** (BP refers to Board Policy; E refers to Exhibit) **Employee/Applicant:** Employment Discrimination/Harassment (BP 1312.3, 4144) ☐ Age \square Sex ☐ Sexual Orientation ☐ Ethnic Group Identification □ Race ☐ Ancestry ☐ National Origin ☐ Mental or Physical Disability ☐ Religion □ Color ☐ Other: ☐ Employee Complaint (BP 4144) Student* ☐ Student Complaint (BP 5144, 5145.7) ☐ Accommodations for lactating ☐ Educational Rights of Foster Youth & Homeless students students (BP 5146) Parent/Public ☐ Complaint Concerning Schools (BP 1312) ☐ Complaint Concerning District Employee(s) (BP 1312.1) ☐ Discrimination in Programs (*BP 4144*) ☐ Complaint Concerning Instructional Material (BP 1312.2) Parent/Public: Williams Case Complaint Concerning Deficiencies Related to (BP 1312.4, E[1] 1312.4): A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state-adopted textbooks or other required instructional materials to use in class. (EC 35186[e][1][A], T5CCR 4681) ☐ A pupil does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials. (EC Instructional 35186[e][1][B], T5CCR 4681) **Materials** ☐ Textbooks or instructional materials are in poor or unusable condition, having missing pages, or are unreadable due to damage. (EC 35186[e][1][C], T5CCR

03/25/2021 Page 1 of 3

4681)

A pupil was
provided

photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials. (T5CCR 4681)

03/25/2021 Page 2 of 3

Parent/Public: Williams Case Complaint Concerning Deficiencies Related to: (BP 1312.4, E[1] 1312.4): (continued)							
Teacher Vacancy or Misassignments	A semester begins and a teacher vacancy exists. (A position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position of which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.) (EC 35186[e][2][A], T5CCR 4682) A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20% English learner pupils in the class. (EC 35186[e][2][B], T5CCR 4682)						
	☐ A teacher assigned to teach a class for which the teacher lacks a subject matter competency. (EC 35186[e][2][C], T5CCR 4682)						
Conditions of Facilities	 □ A condition poses an urgent or emergency threat to the health or safety of pupils or staff, including: gas leaks, nonfunctioning heating, ventilation, fire sprinklers or air-conditioning systems, electrical power failure, major sewer line stoppage, major pest or vermin infestation, broken windows or exterior doors or gates that will not lock and that pose a security risk, abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff, structural damage creating a hazardous or uninhabitable condition, and any other emergency conditions the school district determines appropriate. (EC 17592.72, T5CCR 4683) □ A school restroom has not been maintained or cleaned regularly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers. (EC 35292.5[a][1]) □ The school has not kept restrooms open during school hours when pupils are not in classes, and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when temporary closing of the restroom is necessary for pupil safety or to make repairs. (EC 35292.5) 						
Employee/ Parent / Studer	nt / Public: Other Uniform Complaint Procedures Claims (BP 1312.3)						
, ,	dents to courses without educational content for more than one week per semester ave previously completed.						
☐ Physical education	al instructional minutes in elementary schools.						

03/25/2021 Page 3 of 3

Dans an (a) Invalvad in Complaint	1.									
Person(s) Involved in Complaint:	2.									
Date of Occurrence (mm/dd/yy):	/ . /	/ Time:			Witness:					
Ethnicity (if applicable):		Age (if ap	oplicable):		Sex:	☐ Male	☐ Female			
Describe the Specific Nature of the Complaint: (Include as much information you feel is necessary. Attach additional pages, if necessary.)										
Complainant's Requested Remedy:										

*Return complaints to: Red Bluff Union Elementary School District, 1755 Airport Blvd., Red Bluff, CA 96080, Attention: Superintendent

Note: If dissatisfied with the District's decision, the complainant may appeal in writing to the California Department of Education within 15 days of receiving the district's decision. For good cause, the Superintendent of Public Instruction may grant an extension for filing appeals. (CCR 4652)

UNIFORM COMPLAINT PROCEDURES SHALL BE AVAILABLE FREE OF CHARGE. PLEASE CALL $530-527-7200 \times 5104$ TO REQUEST COPIES OF THE PROCEDURE.