

Oroville Union High School District Annual Uniform Complaint Procedure Notification

The district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. Listed below is a summary of the District's Uniform Complaint Procedure (UCP). To review the complete board policy and administrative regulation, [click here](#).

The UCP shall be used to investigate and resolve the following alleged complaints:

Violation of applicable state or federal laws or regulations governing any program subject to the UCP; unlawful discrimination based on the person's actual or perceived characteristics; lactation or other breastfeeding-related needs of the student; accommodations for a pregnant or parenting student; requirement to pay fees, deposits, or other charges for participation in educational activities; implementation of the local control and accountability plan, including the development of a local control funding formula budget overview for parents/guardians; development of a school plan for student achievement or the establishment of a school site council; placement and awarding credit for foster youth; granting an exemption for homeless and other applicable student who transfers into the district after the second year of high school; awarding credit for coursework satisfactorily completed in another school, district, or country to a homeless or other applicable student; assignment of a student to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions; physical education instructional minutes requirement; retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy; any other complaint as specified in district policy

Compliance Officers

The Compliance Officer identified below is responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws, nondiscrimination/harassment, and unlawful discrimination.

Dr. Corey Willenberg, Superintendent
Oroville Union High School District
2211 Washington Avenue
Oroville, CA 95966
(530) 538-2300, ext. 1107
cwillenb@ouhsd.net

Filing of Complaints and Timeline to Investigate

All complaints must be submitted in writing to the Compliance Officer listed above. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist in the filing of the complaint.

The Compliance Officer shall begin an investigation into the complaint within 10 business days after the complaint is received. In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint. At appropriate intervals, the compliance officer shall inform both parties of the status of the investigation.

Unless extended by written agreement with the complainant, a final decision shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint. Within 30 calendar days of receiving the complaint, the Compliance Officer shall prepare and send to the complainant a written report. If the complainant is dissatisfied with the Compliance Officer's decision, the complainant may, within five business days, file the complaint in writing with the Board. The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. When required by law, the matter shall be considered in closed session. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.