

**Grizzly Challenge Charter School**  
**Uniform Complaint Procedures (UCP)**  
**Annual Notice 2022-2023**

The Grizzly Challenge Charter School (GCCS) annually notifies students, employees, parents or guardians of its students, the GCCS advisory committee members, appropriate private school officials, and other interested parties of the Uniform Complaint Procedures (UCP) process.

The UCP Annual Notice is available on our website.

GCCS is primarily responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation or bullying against any protected group, and all programs and activities subject to the UCP. For the full policy, reference Board Policy 1312.3 and Administrative Regulation 1312.3.

**Programs and activities subject to the UCP:**

1. Accommodations for pregnant and parenting students (Education Code 46015)
2. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)
3. Compensatory education (Education Code 54400)
4. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)
5. Course periods without educational content (Education Code 51228.1-51228.3)
6. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of age, ancestry, color, disability (mental or physical), ethnicity, ethnic group identification, gender, gender expression, gender identity, genetic information, immigration status, marital or parental status, nationality, national origin, sex (actual or perceived), sexual orientation, race, religion or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)
7. Educational and graduation requirements for students in foster care, homeless students, students from military families, students formerly in a juvenile court school, migrant students, and immigrant students participating in a newcomer program (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)
8. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)

9. Local control and accountability plan (Education Code 52075)
10. Migrant education (Education Code 54440-54445)
11. Physical education instructional minutes (Education Code 51210, 51222, 51223)
12. Student fees (Education Code 49010-49013)
13. Reasonable accommodations to a lactating student (Education Code 222)
14. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)
15. School safety plans (Education Code 32280-32289)
16. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)
17. Any complaint alleging retaliation against a complainant or other participant in the Uniform Complaint process or anyone who has acted to uncover or report a violation subject to this policy.
18. Any other state or federal educational program the State Superintendent of Public Instruction (SSPI) of the California Department of Education (CDE) or designee deems appropriate.

### **Filing a UCP Complaint**

A UCP complaint, except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred.

A UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct.

For complaints relating to Local Control and Accountability Plans (LCAP), the date of the alleged violation is the date when the reviewing authority approves the LCAP or annual update that was adopted by our agency.

Complaints will be investigated and a written report with a decision will be sent to the complainant within sixty (60) days from the receipt of the complaint. This time period may be extended by written agreement of the complainant. The person responsible for investigating the complaint shall conduct and complete the investigation in accordance with our UCP policies and procedures.

A pupil enrolled in our public school shall not be required to pay a pupil fee for participation in an educational activity that constitutes an integral fundamental part of GCCS's educational program, including curricular and extracurricular activities.

A pupil fee complaint may be filed with the school principal or their designee.

A pupil fee or LCAP complaint may be filed anonymously, that is, without an identifying signature, if the complainant provides evidence or information leading to evidence to support an allegation of noncompliance.

### **Responsibilities of the Charter School**

We shall post a standardized notice, in addition to this notice, with educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families and pupils formerly in Juvenile Court now enrolled in a school district.

We shall investigate complaints in accordance with GCCS's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant.

We advise complainants of the right to appeal in writing (within 30 days) GCCS's investigation report of complaints regarding programs within the scope of the UCP to the California Department of Education (CDE).

We advise complainants of civil law remedies, including injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Copies of our UCP procedures shall be available free of charge.

### **Contact Information**

Complaints within the scope of the UCP are to be filed with the person responsible for processing complaints:

Thomas Alvarez, Chief Human Resources  
Officer San Luis Obispo County Office of  
Education 3350 Education Drive  
San Luis Obispo, CA  
93405 805-543-7732  
[talvarez@slocoe.org](mailto:talvarez@slocoe.org)

The above contact is knowledgeable about the laws and programs that they are assigned to investigate in GCCS.