

California Department of Education

*Eastern Sierra Unified School District*

## **Annual Notice of Uniform Complaint Procedures (UCP) 2024–2025**

The *Eastern Sierra Unified School District* annually notifies our students, employees, parents or guardians of its students, the district's advisory committee, school advisory committees, appropriate private school officials, and other stakeholders of our Uniform Complaint Procedures (PCU) process.

The UCP Annual Notice is available on our website.

We are primarily responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation or intimidation against any protected group, and all programs and activities that are subject to the UCP.

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

- Accommodations for pregnant students and parents
- Adult education
- Education and safety after school
- Agricultural Career Technical Education
- Career Technical and Technical Education and Career Technical and Technical Training Programs
- Child Care and Development Programs
- Compensatory Education
- Consolidated categorical aid programmes
- Course periods without educational content
- Discrimination, harassment, intimidation or intimidation against any protected group identified in sections 200 and 220 and Section 11135 of the Government Code, including any actual or perceived characteristics as set forth in Section 422.55 of the Criminal Code, 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 conducted by an educational institution, as defined in Section 210.3, that is directly funded by, or that receives or benefits from, any state financial assistance.
- Educational and graduation requirements for foster students, homeless students, students from military families, and students who were previously in Juvenile Court now enrolled in a school district

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- Every Student Succeeds in law
  - Local Control and Accountability Plans (LCAP)
  - Education of migrants
  - Physical Education Instruction Minutes
  - Student fees
  - Reasonable Accommodations for a Nursing Student
  - Regional Occupational Centers and Programs
  - School Plans for Student Achievement
  - School Safety Plans
  - School Boards
  - State Preschool
  - State Preschool Health and Safety Issues in LAS LEA Exempt from Licensing
- And any other state or federal educational program that the California Department of Education (CDE) State Superintendent of Public Instruction (SSPI) or designated person deems appropriate.

### **Filing a UCP Complaint**

A UCP complaint will be filed no later than one year after the date the alleged violation occurred.

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

A student enrolled in any of our public schools will not be required to pay a student fee for participation in an educational activity.

A student fee complaint may be filed with a school principal or our superintendent or his or her designee.

A student fee or LCAP complaint can be filed anonymously, i.e., without an identification signature, if the plaintiff provides evidence or information leading to evidence to support an allegation of noncompliance.

### **Eastern Sierra Unified School District Responsibilities**

We will post a standardized notice, in addition to this notice, with educational and graduation requirements for foster students, homeless students, students from military families, and students who were previously in Juvenile Court now enrolled in a school district.

We advise complainants of the opportunity to appeal a Complaint Investigation Report regarding programs within the scope of the UCP to the Department of Education (CDE).

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We advise whistleblowers on civil law remedies, including injunctive relief, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation, or intimidation laws, if applicable.

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

### **For UCP complaints regarding state preschool health and safety issues pursuant to California Health and Safety Code (HSC) Section 1596.7925**

In order to identify appropriate issues of state preschool health and safety issues pursuant to California *Health and Safety Code (HSC)* Section 1596.7925, a notice will be posted in each Classroom of the State of California Preschool Program at each school of our agency.

The notice is in addition to this annual notice from UCP and is addressed to parents, guardians, students, and teachers of (1) the health and safety requirements under Title 5 of the California *Code of Regulations (5 CCR)* that apply to California State preschool programs pursuant to HSC Section 1596.7925, and (2) the location where to obtain a form to file a complaint.

### **Contact Information**

Complaints within the scope of the UCP must be submitted to the person responsible for processing the complaints:

*Heidi Torix  
Superintendent  
District Office*

PO Box 575  
(760)932-7443  
*htorix@esusd.org*

The above contact is knowledgeable about the laws and programs they are assigned to research in the Eastern Sierra Unified School District.