

**Policy 4244: Complaints**

**Status:** ADOPTED

**Original Adopted Date:** 06/01/1990 | **Last Revised Date:** 03/01/2008 | **Last Reviewed Date:** 03/01/2008

The Governing Board recognizes the need to establish a process to allow employees and job applicants to have their concerns heard in an expeditious and unbiased manner. The Board expects that employees will make every effort to resolve complaints and disagreements informally before filing a formal complaint.

The Board prohibits retaliation against complainants. The Superintendent or designee may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint.

All matters related to a complaint shall be kept confidential and any document, communication, or record regarding the complaint shall be placed in a separate file and shall not be placed in an employee's personnel file.

<b>State</b>	<b>Description</b>
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 200-262.4	<u>Prohibition of discrimination</u>
Ed. Code 35186	<u>Complaints regarding teacher vacancy or misassignment</u>
Ed. Code 44110-44114	<u>Reporting by school employees of improper governmental activity</u>
Gov. Code 3543	<u>Public school employees' rights</u>
Gov. Code 3543.1	<u>Rights of employee organizations</u>
Gov. Code 53296-53299	<u>Disclosure of confidential information; whistleblower</u>
Gov. Code 54957	<u>Complaints against employees; right to open session</u>
Lab. Code 1102.5-1106	<u>Whistleblower protections</u>
<b>Management Resources</b>	<b>Description</b>
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>CSBA</u>

<b>Code</b>	<b>Description</b>
0410	<u>Nondiscrimination In District Programs And Activities</u>
1312.1	<u>Complaints Concerning District Employees</u>
1312.1	<u>Complaints Concerning District Employees</u>
1312.3	<u>Uniform Complaint Procedures</u>
1312.3	<u>Uniform Complaint Procedures</u>
1312.3-E(1)	<u>Uniform Complaint Procedures</u>
1312.3-E(2)	<u>Uniform Complaint Procedures</u>
1312.4	<u>Williams Uniform Complaint Procedures</u>
1312.4-E(1)	<u>Williams Uniform Complaint Procedures</u>
1312.4-E(2)	<u>Williams Uniform Complaint Procedures</u>
4000	<u>Concepts And Roles</u>
4030	<u>Nondiscrimination In Employment</u>
4030	<u>Nondiscrimination In Employment</u>
4033	<u>Lactation Accommodation</u>
4119.1	<u>Civil And Legal Rights</u>
4119.11	<u>Sex Discrimination and Sex-Based Harassment</u>
4119.11	<u>Sex Discrimination and Sex-Based Harassment</u>
4136	<u>Nonschool Employment</u>

4219.1	<u>Civil And Legal Rights</u>
4219.11	<u>Sex Discrimination and Sex-Based Harassment</u>
4219.11	<u>Sex Discrimination and Sex-Based Harassment</u>
4236	<u>Nonschool Employment</u>
4319.1	<u>Civil And Legal Rights</u>
4319.11	<u>Sex Discrimination and Sex-Based Harassment</u>
4319.11	<u>Sex Discrimination and Sex-Based Harassment</u>
4336	<u>Nonschool Employment</u>
9000	<u>Role Of The Board</u>
9321	<u>Closed Session</u>
9321-E(1)	<u>Closed Session</u>
9321-E(2)	<u>Closed Session</u>