

BOARD OF TRUSTEES

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Superintendent
Dr. Rafael Iniguez

Parlier Unified School District

Uniform Complaint Procedures (UCP) Annual Notice

2025–2026 School Year

Parlier Unified School District (PUSD) annually notifies students, employees, parents or guardians of pupils, district and school advisory committees, appropriate private school officials, and other interested parties of the District’s Uniform Complaint Procedures (UCP) process, as required by California Code of Regulations, Title 5.

The UCP Annual Notice is available on the Parlier Unified School District website.

All students have the right to a free public education regardless of immigration, citizenship status, or religious beliefs. Parents/legal guardians have the option to provide the school with emergency contact information, including secondary contacts to identify a trusted adult who can care for a minor student in the event the parent/legal guardian is detained or deported.

Parents/legal guardians have the option to complete the Caregiver’s Authorization Affidavit or other documents which may enable a trusted adult with authority to make educational and medical decisions for a minor student. Students have the right to report a hate crime or file a complaint with Parlier Unified School District if they are discriminated against, harassed, intimidated, and/or bullied based on actual or perceived nationality, ethnicity, or immigration status. Please see Uniform Complaint Procedures for more information. The California Attorney General’s website provides “Know Your Rights” resources for immigrant students and family members at: <http://www.oag.ca.gov/immigrant>.

Complaints alleging unlawful discrimination, harassment, intimidation, bullying, or violations of state or federal laws governing educational programs, including Title IX complaints, may be filed using the District’s Uniform Complaint Procedures (UCP), Board Policy and Administrative Regulation 1312.3.

A complaint must generally be filed no later than six months from the date the alleged violation occurred or the date the complainant first obtained knowledge of the facts of the alleged conduct.

The District shall investigate and issue a written decision within sixty (60) calendar days from receipt of the complaint, unless extended by written agreement of the complainant.

A complainant may appeal the District’s decision to the California Department of Education (CDE) within thirty (30) calendar days of receiving the District’s decision.

Complainants may pursue civil law remedies outside of the District’s complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys.

Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. For discrimination complaints arising under state law, a complainant must wait until 60 days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies, unless otherwise permitted by law.

The District prohibits retaliation against any individual who files a complaint or participates in a complaint investigation.

UCP complaint forms are available at all school offices, the District office, and on the District website.

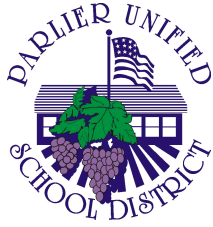
District Responsibility

PUSD is primarily responsible for compliance with applicable federal and state laws and regulations governing educational programs and activities, including those related to unlawful discrimination, harassment, intimidation, or bullying against any protected group.

Programs and Activities Subject to the UCP

The following programs and activities are subject to the District's UCP:

- Accommodations for Pregnant and Parenting Pupils
 - Adult Education
 - After School Education and Safety (ASES)
 - Agricultural Career Technical Education
 - Career Technical and Technical Education and Training Programs
 - Child Care and Development Programs
 - Compensatory Education
 - Consolidated Categorical Aid Programs
 - Course Periods Without Educational Content
 - Discrimination, harassment, intimidation, or bullying against any protected group as identified under Education Code sections 200 and 220, Government Code section 11135, and Penal Code section 422.55
 - Educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families, and pupils formerly in juvenile court
 - Every Student Succeeds Act (ESSA)
 - Local Control and Accountability Plan (LCAP)
 - Migrant Education
 - Physical Education Instructional Minutes
 - Pupil Fees
 - Reasonable Accommodations to a Lactating Pupil
 - Regional Occupational Centers and Programs (ROCP)
 - School Plans for Student Achievement
 - School Safety Plans
 - School Site Councils
 - State Preschool Programs
 - State Preschool Health and Safety Issues (for LEAs exempt from licensing)
 - Any other state or federal educational program the State Superintendent of Public Instruction or designee deems appropriate
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Excluded from UCP

UCP procedures do not apply to:

- Child nutrition programs (Education Code sections 49490–49590)
- Special education programs (Education Code sections 56000–56865)

Complaints related to these programs are governed by separate state and federal procedures.

Filing a UCP Complaint

A UCP complaint must be filed no later than **one (1) year** from the date the alleged violation occurred.

For complaints related to the Local Control and Accountability Plan (LCAP), the date of the alleged violation is the date the LCAP or annual update was adopted by the District.

Pupil fee and LCAP complaints may be filed anonymously if the complainant provides evidence or information leading to evidence to support the allegation.

District Obligations

The District shall:

- Post standardized notices regarding educational and graduation requirements for foster youth, homeless pupils, pupils from military families, and pupils formerly in juvenile court
 - Provide complainants the opportunity to appeal investigation findings to the California Department of Education (CDE)
 - Advise complainants of available civil law remedies where applicable
 - Make copies of UCP policies and procedures available free of charge
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State Preschool Health and Safety Complaints

For State Preschool Health and Safety Issues pursuant to Health and Safety Code section 1596.7925, a notice shall be posted in each applicable classroom identifying:

- The health and safety requirements under Title 5 of the California Code of Regulations
- The location where complaint forms may be obtained

UCP Compliance Officer

Complaints within the scope of the UCP should be submitted to:
Fred Guerrero

Uniform Complaint Procedures (UCP) Compliance Officer
Executive Director, Human Resources
Parlier Unified School District
900 Newmark Avenue
Parlier, CA 93648
Phone: (559) 646-2731
Email: fred.guerrero@parlierunified.org

Upon receipt of a complaint, the Superintendent or designee shall assign an appropriately trained investigator based on the nature of the complaint.

Non-Discrimination Statement

Parlier Unified School District is committed to providing a safe, inclusive, and equitable learning and working environment. The District prohibits discrimination, harassment, intimidation, retaliation, and bullying in any program or activity based on a person's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification or ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, medical information, or association with a person or group with one or more of these actual or perceived characteristics.

Title IX Coordinator & Equity Officer

Fred Guerrero

Title IX Coordinator & Equity Officer
Executive Director, Human Resources
Parlier Unified School District
900 Newmark Avenue
Parlier, CA 93648
Phone: (559) 646-2731
Email: fred.guerrero@parlierunified.org

Section 504 Coordinator

Vanessa Gaona

Section 504 Coordinator
Parlier Unified School District
900 Newmark Avenue
Parlier, CA 93648
Phone: (559) 646-2731
Email: Vanessa.Gaona@parlierunified.org

Parlier Unified School District does not allow discrimination, intimidation, harassment (including sexual harassment), or bullying based on a person's actual or perceived race, color, ancestry, nationality/national origin, immigration status, ethnic group identification/ethnicity, age, religion, marital status/pregnancy/parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, medical information or association with a person or group with one or more of these actual or perceived characteristics. For questions or complaints, contact the Director of Human Resources at 900 Newmark Ave. Parlier CA 93648. Phone: (559) 646-2731 and Title IX Compliance Officer: Email: HR@parlierunified.org