

## **BURBANK UNIFIED SCHOOL DISTRICT**

### **Community Relations**

#### **UNIFORM COMPLAINT PROCEDURES**

(For Alleged Violation of Federal or State Laws or  
Regulations Governing Certain Educational Programs)

The Board of Education recognizes that the Burbank Unified School District is primarily responsible for compliance with federal and state laws and regulations governing educational programs. These procedures apply to the filing, investigation and resolution of a complaint regarding an alleged violation of federal or state laws or regulations governing the following educational programs: Adult Basic Education, Consolidated Categorical Aid programs, Migrant Education, Career Technical Education, Child Care and Development programs, Child Nutrition programs, Special Education programs, and Complaints which allege unlawful discrimination on the basis of ethnic group identification, religion, age, sex, color, sexual orientation, gender, race, ancestry or physical or mental disability, in program or activity conducted by a local agency, which is funded directly by, or that receives or benefits from any state financial assistance.

The Board of Education designates the Assistant Superintendent, Educational Services, John Paramo, as the uniform complaint compliance officer to receive and investigate all complaints and ensure compliance with law.

Complaints regarding Uniform Complaint Procedures listed above must complete FORM A (Board Policy 1312.3) below.

October 2012