Santa Barbara Unified School District
Board Policy

COMPLAINTS

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.

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions against the District)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

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

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

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.

(cf. 4112.6/4212.6/4312.6 - Personnel Records)

Legal Reference:
    EDUCATION CODE
    200-262.4   Prohibition of discrimination on the basis of sex
    35186   Williams uniform complaint procedures
    44110-44114   Reporting by school employees of improper governmental activity
    GOVERNMENT CODE
    3543   Public school employees' rights
    3543.1   Rights of employee organizations
    53296-53299   Disclosure of confidential information; whistleblower
    54957   Closed session; personnel matters
    LABOR CODE
    1102.5-1106   Whistleblower protections
    CODE OF REGULATIONS, TITLE 5
    4900-4965   Nondiscrimination in district programs and activities

Management Resources:
    WEB SITES
    CSBA: http://www.csba.org

SANTA BARBARA UNIFIED SCHOOL DISTRICT
Santa Barbara, California   November 18, 2008
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