

### **Uniform Complaint Procedures**

The Board of Trustees recognizes that CSArts-SGV is responsible for ensuring that it complies with applicable state and federal laws and regulations. CSArts-SGV shall follow applicable complaint procedures when addressing complaints alleging failure to comply with state or federal laws that apply to CSArts-SGV's programs and activities.

CSArts-SGV encourages the early, informal resolution of complaints at the administrative level whenever possible. Upon receipt of a written complaint from an individual, public agency or organization, complaint procedures shall be initiated. The Principal or designee shall distribute full information about these procedures.

CSArts-SGV acknowledges and respects student and employee rights to privacy. Complaints shall be investigated in a manner that protects, to the extent practicable, the confidentiality of the parties and the facts. This protection may include keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Principal or designee on a case-by-case basis.

CSArts-SGV prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination, or participation in complaint procedures. Such participation shall not in any way affect the status, grades or work assignments of the complainant.

The following individual is designated as the Uniform Complaint Officer and the Title IX Coordinator for non-discrimination at the California School of the Arts – San Gabriel Valley to handle complaints regarding discrimination, harassment, intimidation, bullying, issues related to Title IX compliance, and to answer inquiries regarding CSArts-SGV's nondiscrimination policies:

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