

FEDERAL PROGRAMS COMPLAINT RESOLUTION

Any parent, individual, or organization with a complaint that the district is violating a federal statute or regulation with regard to a federal program at Edmond Public Schools may make the complaint known to the superintendent of schools or designee in writing. A complaint may be filed by parents, teachers or other concerned individuals or by an organization in relationship to the program. The complaint must include:

- identification of which Federal program the complaint relates to
- specifically what Federal program requirements have been violated
- facts which support the allegation
- complainant's name and contact information
- signature of complainant

Edmond Public Schools will conduct an investigation of the allegations and notify the complainant within 30 days of receipt of the complaint. The investigation shall include opportunities for the complainant or the complainant's representative to present evidence as requested by the investigator. A report of findings will be filed with the State Department of Education and the complainant.

If the complaint has not been resolved to the satisfaction of the complainant, a hearing shall be conducted by the Edmond Board of Education within 30 days of receipt of written request for such a hearing. The hearing shall include opportunities for the complainant or complainant's representative to present evidence and question witnesses. If there is no request for further investigation after 30 days of the complainant receiving the initial finding, the complaint will be considered resolved and cannot be taken to the Edmond Board of Education. A report of the findings will be filed with the State Department of Education and the complainant.

The complainant has the right to appeal the decision of the Edmond Public Schools to the State Department of Education, Compensatory Education Section.

A complaint made directly to the State Department of Education (SDE) without previously being filed with this school district will be reviewed by the SDE to determine if an investigation is warranted by the SDE because of the seriousness of the complaint or if the complaint shall be returned to the complainant to be filed with this school district. Complaints forwarded to this district shall be investigated within 30 days of receipt of the complaint by this district.

Legal reference: 34 C.F.R. § 299.10