



Meadowbrook Elementary School

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COMPLAINT PROCEDURES UNDER THE ELEMENTARY AND SECONDARY EDUCATION ACT OF 1965 (ESEA)

Section 9304 – General Applicability of State Educational Agency Assurances

Section 9503 – Complaint Process for Participation of Private School Children

A. Grounds for a Complaint

Any employee individual, organization or agency (“complainant”) may file a complaint with the Richmond County School System if that individual, organization or agency believes and alleges that violation of a Federal statute or regulation that applies to a program under the No Child Left Behind Act has occurred. The complaint must allege a violation that occurred not more than one (1) year prior to the date that the complaint is received, unless a longer period is reasonable because the violation is considered systemic or ongoing.

B. Federal Programs for Which Complaints Can Be Filed

A complaint may be filed regarding any alleged incident of fraud, waste, mismanagement and misuse of funds designated for any program operated by the Richmond County School System, including, but not limited to, the following programs operated or supported by Federal or State funds:

1. Title I, Part A: Improving Basic Programs Operated by Local Educational Agencies
2. Title I, Part D: Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent, or At-Risk
3. Title II, Part A: Teacher and Principal Training and Recruiting Fund
4. Title II, Part D: Enhancing Education through Technology
5. Title III, Part A: English Language Acquisition, Language Enhancement, and Academic Achievement
6. Title IV, Part B: 21st Century Community Learning Centers
7. Title IX, Part E, Subpart 1, Section 9503: Complaint Process for Participation of Private School Children
8. Title X, Part C – McKinney-Vento Homeless Assistance Act

C. Filing a Complaint

A formal complaint must be made in writing to the Richmond County School superintendent or his/her designee.

The complaint must include the following:

1. A statement that the LEA has violated a requirement of a Federal statute or regulation that applies to an applicable program;