Central Office
PO Box 2470 Julian, CA 92036
760-765-5500
www.jcs-inc.org

JCS Family

EMPOWERING LEARNERS FOR 20 YEARS

JCS-Cedar Cove JCS LIVE JCS-Manzanita JCS-Mountain Oaks JCS-Pine Hills JCS-Pine Valley

JCS Cedar Cove Charter School Complaint Form

Complaint Procedures: In order to submit a complaint, complete the Charter School Complaint Form and submit the form to the charter school authorizer, electronically or in hard copy, to the following location:

Julian Union School District
1704 Cape Horn Drive
P.O. Box 337
760-765-0661
Superintendent
David Pierce
David.Pierce@juesd.net

If you have questions about completing this form, please contact the Charter Schools Division by phone at 916-322-6029 or via email at charters@cde.ca.gov.

Information for Parents: Please review the information on the Charter School Complaint Notice web page at https://www.cde.ca.gov/ sp/ch/cscomplaint.asp for information on how to obtain the correct form from your charter school.

Charter School Complaint Form

Name: _____ Email Address: _____

Mailing Address: _____ _____

Date of Problem: _____ Phone Number: _____

Charter School (include address):

California *Education Code* (*EC*) Section 47605(d)(4) allows a parent or guardian to submit a complaint to the charter school authorizer when a charter school discourages a pupil's enrollment, requires records before enrollment, or encourages a pupil to disenroll. Please identify the basis for this complaint below, with specific facts, which support your complaint.

Basis of complaint (check all that apply):

- ☐ Pupil was discouraged from enrolling or seeking to enroll in the charter school.
- ☐ Records were requested to be submitted to the charter school before enrollment.
- ☐ Pupil was encouraged to disenroll from the charter school or transfer to another school.

Please provide further details:

Please file this complaint with the authorizer of the charter school listed on the preceding page electronically or in hard copy.