

# GRANADA HILLS CHARTER HIGH SCHOOL

## UNIFORM COMPLAINT PROCEDURE FORM

Last Name: Petersen First Name/MI: Carl J.  
Student Name (if applicable): \_\_\_\_\_ Grade: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Street Address/Apt. #: 108 S, Sunol Dr.  
City: Los Angeles State: CA Zip Code: 90063  
Home Phone: \_\_\_\_\_ Cell Phone: 818-430-0274 Work Phone: \_\_\_\_\_  
Email: ChangeTheLAUSD@Gmail.com  
Location of Alleged Violation: Granada Hills Charter High School (GHCHS)

**For allegation(s) of noncompliance, please check the program or activity referred to in your complaint, if applicable:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Career/Technical Education        | <input type="checkbox"/> Local Control Funding Formula | <input type="checkbox"/> Nutrition Services           |
| <input type="checkbox"/> Consolidated Categorical Programs | <input type="checkbox"/> Pupil Fees                    | <input checked="" type="checkbox"/> Special Education |

**For allegation(s) of unlawful discrimination, harassment, intimidation or bullying, please check the basis of the unlawful discrimination, harassment, intimidation or bullying described in your complaint, if applicable:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Age  | <input type="checkbox"/> Gender / Gender Expression / Gender Identity | <input type="checkbox"/> Sex (Actual or Perceived)   |
| <input type="checkbox"/> Ancestry                                   | <input type="checkbox"/> Genetic Information                          | <input type="checkbox"/> Sexual Orientation (Actual or Perceived)  |
| <input type="checkbox"/> Color                                      | <input checked="" type="checkbox"/> National Origin                   | <input type="checkbox"/> Based on association with a person or group with one or more of these actual or perceived characteristics |
| <input checked="" type="checkbox"/> Disability (Mental or Physical) | <input type="checkbox"/> Race or Ethnicity                            |  |
| <input type="checkbox"/> Ethnic Group Identification                | <input type="checkbox"/> Religion                                     |  |

1. Please give facts about the complaint. Provide details such as the names of those involved, dates, whether witnesses were present, etc., that may be helpful to the complaint investigator.

In October 2016, GHCHS released the document "Enrollment for Students who Reside within the GHCHS Residential Boundary." This policy document violates LAUSD policy, the GHCHS charter and federal law:

a) Under federal law, students who are homeless have a right "to enroll in the public school serving the attendance area where the student is temporarily residing." Therefore, GHCHS policies requiring a "DWP Bill AND Gas Bill" and "parent/guardian driver's license with the residential address" is improper as it provides a barrier to enrollment for students without a permanent address.

b) The LAUSD Charter School Division's (CSD) policies on Admission Requirements and Materials states that charter schools "cannot require students to submit [information about a student's birthplace" without violating Education Code 47605" which "requires charter schools to admit all pupils who wish to attend the school and prevents charter schools from discriminating against any student on the basis of those characters identified, including nationality." Requiring a birth certificate "prior to admission raises concern that the practice may have a discriminatory impact on certain groups of students (those born outside of the U.S.) by discouraging them from enrolling." Therefore, a birth certificate should not be a condition of the enrollment process.

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c) "The federal McKinneyVento Homeless Assistance Act requires schools to enroll new students who are homeless even if their immunization records are missing or unavailable at the time of enrollment. California law requires schools to immediately enroll foster children transferring to their school even if a foster child is unable to produce immunization records normally required for school entry." Therefore, requiring a "student's immunization records" as part of the pre-enrollment process provides an improper barrier to enrollment for both students who are homeless and students who are in foster care.

d) The LAUSD CSD's Admission Requirements and Materials document states "since Education Code § 47605(d)(2)(A) requires charter schools to admit all pupils who wish to attend the school, a student's grades should have no bearing on whether or not a student is admitted". Therefore, "requesting this information prior to admission raises a concern that the practice may have an impact on certain groups of students (e.g., lower achieving students) by discouraging them from enrolling. It also creates an inference that the charter school may be improperly screening out lower achieving students to increase student performance statistics." Requiring the "most current semester report card" provides an improper barrier to admission and should not be required as part of the pre-enrollment process.

e) Under the sub-section "Non-Discrimination", the GHCHS charter states that "Granada Hills Charter shall not request or require submission of a student's IEP, 504 Plan, or any other record or related information prior to admission, participation in any admissions or attendance lottery, or pre-enrollment event or process, or as a condition of admission or enrollment." Therefore, the requirement that parents provide "If applicable, the most recent 504 plan or IEP" as part of the pre-enrollment process is a violation of the charter. Furthermore, it is a violation of a students federal guarantee of a Free Appropriate Public Education as it provides an improper barrier to enrollment for students with disabilities.

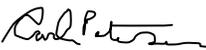
f) The document ends with the warning that "all students new to GHCHS must attend the 2017 Summer Transition Academy." This is also an improper barrier to admission as classes outside the normal school year are not covered under compulsory education law. The school as not cited any portion of the education code that allows their summer program to be mandatory. Furthermore, this policy "contradicts required affirmation contained in Education Code section 47605(d)(2)(A) that the charter school shall admit all students who wish to apply," even if they do not have the ability to attend the Summer Transition Academy.

2. I have not discussed my complaint or brought it to any GHCHS personnel.

3. Please provide copies of any written documents that may be relevant or supportive of your complaint.

I have attached supporting documents.

 No

Signature: 

12/21/16

Date: \_\_\_\_\_

Mail complaint and any relevant documents to:

Executive Director  
Granada Hills Charter High School  
10535 Zelzah Ave.  
Granada Hills, CA 91344  
Phone: (818) 360-2361