



## YPI CHARTER SCHOOLS

December 7, 2020

**TO:** YPI Charter Schools  
Board of Trustees

**FROM:** Yvette King-Berg  
Executive Director

**SUBJECT: Recommendation to approve revised YPICS Uniform Complaint Procedures Instrument**

### BACKGROUND

On October 23, 2020, the California Department of Education (CDE) notified County and District Superintendents and Charter School Administrators that revisions had been made to the 2020-21 Uniform Complaint Procedures (USP) Instrument used for the Federal Program Monitoring (FPM) reviews.

“The UCP Instrument is comprehensively developed and annually revised in response to new legislative activity regarding federal or state law, new regulations, and court cases that pertain to the UCP. Due to the recent publication of the *revised California Code of Regulations (CCR)* Title 5, Chapter 5.1, effective on July 1, 2020, the current 2020-21 UCP Instrument has now been revised and is available on the CDE website.

“According to the California Code of Regulations, Title 5 Section 4620, each LEA shall have the primary responsibility to ensure compliance with the applicable state and federal laws and regulations applicable to the UCP. Using the updated UCP Instrument as a standard, LEAs are to thoroughly examine their own UCP materials and determine whether or not they are compliant. If they are not, the LEA is to update them accordingly in order to achieve compliance.”

### ANALYSIS

MYC revised the YPICS UCP according to the CDE standards and the revised UCP is here for Board review. The document also replaces the UCP included in the Student Handbook.

### RECOMMENDATION

It is recommended that the Board of YPI Charter Schools approve the revised Uniform Complaint Procedures Instrument.