



Academic Performance EXcellence Academy
An LAUSD authorized public charter school
1309 North Wilton Place – Office #321
Los Angeles, CA 90028
Phone (323) 817-6550 FAX (323) 817-6555
<http://www.apexacademy.org>

Administration
Alfonso Paz
School Director
Cesar Arturo Lopez
School Director
Rachel Livingston
Principal

Governing Board
Gail Shaw-Hawkins, Chair
June Getz, Secretary
Marla Mattenson
Jody Molodow
Allison Hendrick

Uniform Complaint Procedure Form

Last Name _____ First Name _____

Student Name (if applicable) _____ Grade _____ Date of Birth _____

Address _____ City _____ Zip _____

Home Phone _____ Cell Phone _____ Work Phone _____

Date of Alleged Violation _____ School/Office of Alleged Violation _____

For allegations of noncompliance, please check the program or activity referred in your complaint, if applicable:

- Child Nutrition Independent Studies Migrant Education
 Special Education Pupil Fees for Educational Activities
 Local Control Accountability Plan

For complaints of discrimination, harassment, intimidation and/or bullying. Please check the protected classes (actual or perceived), upon which the alleged conduct was based, listed below:

- Actual or Perceived Sex Sexual Orientation Gender
 Gender Identity Gender Expression Ancestry
 Ethnic Group Identification Race or Ethnicity Religion
 Nationality National Origin Age
 Color Mental or Physical Disability
 Association with a person or group with one or more of the actual or perceived categories listed above

For complaints that are not based on the above listed protected classes, and other complaints not listed on this form, please contact the Administration Team or staff representative.

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

Horizontal lines for writing the facts of the complaint.

Have you attempted to discuss your complaint with any School Personnel? If so, with whom and what was the result?

Horizontal lines for writing the response to the question about discussing the complaint with school personnel.

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

I have attached supporting documents. Yes _____ No _____

Signature _____ Date _____

Mail or hand-deliver your complaint/documents to:

Rachel Livingston
Principal
rlivingston@apexacademyhs.info
APEX Academy
1309 North Wilton Place, Office 321
Los Angeles, CA 90028
323.817.6550 or 323.817.6412