



# Citizen Complaint Process Related to Federal Programs

## What is a citizen complaint?

A citizen complaint is a written statement that alleges a violation of a federal rule, law or regulation or state regulation that applies to a federal program.

## What are the steps for filing a complaint?

After filing a complaint, if no satisfactory resolution is reached, proceed to the next step.

1. Contact the building Title I/LAP Coordinator with the concern.
2. Contact the building Principal.
3. Contact the District Program Manager.
4. Contact the District Superintendent.
5. Contact the Office of the Superintendent of Public Instruction.

**Online:** [www.k12.wa.us/Title I/Citizen Complaint](http://www.k12.wa.us/Title I/Citizen Complaint)

**Phone:** (360)725-6100; TTY (360) 664-3631

**Mail:** Attn: Citizen Complaint-Title I, Part A  
Office of the Superintendent of Public Instruction  
P.O. Box 47200  
Olympia, WA 98504

### **Nondiscrimination Statement**

Auburn School District complies with all federal rules and regulations and does not illegally discriminate on the basis of age; gender; race; color; creed; religion; national origin (including language); sex; sexual orientation including gender expression or identity; honorably discharged veteran or military status; the presence of any sensory, mental, or physical disability; the use of a trained dog guide or service animal; and provides equal access to the Boy Scouts and other designated youth groups.

Inquiries regarding compliance procedures may be directed to:  
Daman Hunter at (253) 931-4932, Title IX Officer and Section 504, ADA, and  
Civil Rights Compliance Coordinator.