



CALIFORNIA  
DEPARTMENT OF  
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

June 23, 2015

Andra M. Donovan, General Counsel  
San Diego Unified School District  
4100 Normal Street, Room 2148  
San Diego, CA 92103

Dear Ms. Donovan:

Subject: Request for Appeal—San Diego Unified School District  
Hoover High School—English Learners  
[REDACTED], Appellant  
Appeal No. 2015-45

This letter is to certify that the California Department of Education has received an Appeal request dated May 12, 2015, (enclosed) of the San Diego Unified School District (District) Decision to a Uniform Complaint submitted to the District on January 30, 2015. The appeal, submitted by [REDACTED], alleges that English Learner services are not being adequately provided at Hoover High School, "inequality in the educational practices" at the District, and disregard for parent, teacher and student input on the Local Control Accountability Plan (LCAP).

*California Code of Regulations, Title 5, Section 4633, Subdivision (a)(1-7) states:*

- (a) If the Decision is appealed, the Department shall notify the local educational agency of the appeal. Upon notification by the Department that the Decision has been appealed, the local educational agency shall forward the following to the Department:
- (1) A copy of the original complaint;
  - (2) A copy of the Decision;
  - (3) A summary of the nature and extent of the investigation conducted by the local educational agency, if not covered in the Decision;
  - (4) A copy of the investigation file, including but not limited to, all notes, interviews and documents submitted by the parties or gathered by the investigator;

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- (5) A report of any action taken to resolve the complaint;
- (6) A copy of the local educational agency complaint procedures; and
- (7) Such other relevant information as the Department may request.

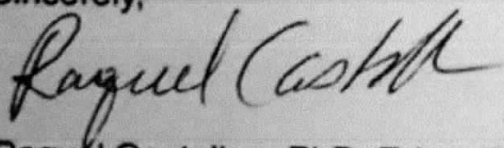
Please be advised that per item 4, the District must include any documents referred to in the original complaint or the District's Decision. In addition, per item 7, please forward a copy of Hoover High School's Single Plan for Student Achievement for the 2013-14, and 2014-15 school years, and information pertaining to parent input as part of the LCAP. Such information may include meeting agendas and minutes. Failure to provide the requested documentation may result in a finding based on the evidence available.

We request that you mail items 1 to 7 to the following address within 7 days of receipt of this correspondence.

**Raquel Castellon, Education Programs Consultant  
California Department of Education  
Categorical Programs Complaints Management Office  
1430 N Street, Suite 6308  
Sacramento, CA 95814**

If you have any questions concerning this report, please contact me at 916-319-0929.

Sincerely,



**Raquel Castellon, PhD, Education Programs Consultant  
Categorical Programs Complaints Management Office**

Enclosure

Vcc: [REDACTED], Appellant