

LODI UNIFIED SCHOOL DISTRICT

REVISION

Business and Noninstructional Operations

Rule 3515.5

Sex Offender Information

Penal Code 290 and 290.4 pertain to registered sex offenders who are classified as either serious or high risk offenders. "Serious" sex offenders have been convicted of a felony sex offense or of misdemeanor child molestation. "High-risk" sex offenders are serious sex offenders who have been identified as having a higher risk of re-offending and who may pose a greater danger to the public.

The Superintendent or designee shall develop a plan for receiving and communicating information about registered sex offenders residing within district boundaries. They shall ensure that, at a minimum, the following components are part of the plan:

1. The Superintendent or designee shall appoint a staff member to serve as liaison with law enforcement regarding these matters.
2. The Superintendent or district liaison shall annually contact local law enforcement to coordinate the receipt of information. Law enforcement shall be informed that all notifications and correspondence should be directed to the liaison as well as the principal at the individual school sites. A letter shall be sent annually to local law enforcement, identifying the name, phone number, and address of the liaison.
3. The Superintendent or district liaison, at the beginning of each school year, notify parents/guardians of the district's willingness and intention to work with law enforcement on this matter and explain the appropriate roles and responsibilities of the two agencies.

This communication also shall explain:

- a. The reporting requirements of law enforcement according to state law, including the fact that it is law enforcement's responsibility to assess the relative danger of an offender and to notify the public upon determination of a risk
- b. The ability of the parent/guardians to contact law enforcement for additional information

4. When law enforcement notifies the district of the residency or employment of a sex offender within district boundaries, the Superintendent or district liaison shall consult with law enforcement about the appropriate scope of the disclosure. When authorized by law enforcement, the Superintendent or liaison may disclose information about a sex offender to the following staff:
 - a. The principal of the school which is in the attendance area of the sex offender's residence or place of employment
 - b. Teachers and classified personnel at that school, including staff responsible for visitor registration
 - c. Principals and staff at adjacent schools, as appropriate
 - d. Security staff
 - e. Bus drivers
 - f. Yard supervisors
5. If an identified sex offender is seen on or nearby school grounds or around any student, staff shall immediately contact the site administration. At their discretion, a staff member may also immediately inform local law enforcement about the presence of the sex offender.
6. Any staff member who receives information directly from law enforcement regarding registered sex offenders shall immediately contact their immediate supervisor.

Notification to Parents/Guardians

When law enforcement has determined that parents/guardians should be notified regarding the presence of a sex offender in the community, the Superintendent or district liaison shall collaborate with local law enforcement in order to determine an appropriate response. This response may include:

1. An article in a school or parent council newsletter notifying parents/guardians that law enforcement information about registered sex offenders is available at the local law enforcement agency headquarters and/or at the school office. This article shall encourage parents/guardians to contact local law enforcement and access the Department of Justice's (DOJ) Megan's Law Internet website for additional information.
2. A mailing, at law enforcement's expense, prepared by law enforcement, and printed on law enforcement letterhead and envelopes, notifying parents/guardians of the presence of registered sex offenders. This notification shall encourage

parents/guardians to contact local law enforcement and access the DOJ's Megan's Law Internet website for additional information.

3. A mailing of a letter, at district expense, prepared by law enforcement and printed on law enforcement letterhead and envelopes, notifying parents/guardians of the presence of registered sex offenders. This notification shall encourage parents/guardians to contact local law enforcement and access the DOJ's Megan's Law Internet website for additional information.

Whenever the principal has granted permission to a person who is required to register as a sex offender pursuant to Penal Code 290 to come into a school building or upon school grounds to volunteer at the school, They shall notify the parent/guardian of each student at that school, at least 14 days in advance using one of the methods specified in Education Code 48981, that a registered sex offender has been granted such permission, the date(s) and times for which permission has been granted, and the parent/guardian's right to obtain information regarding the person from a designated law enforcement agency.

Rule

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