

LODI UNIFIED SCHOOL DISTRICT

Revised

Policy 5145.6

Students

Parental *Parent/Guardian* Notifications

~~The Board of Education recognizes that notifications are essential to effective communication between the school and the home. The Superintendent or designee shall send students and parents/guardians all notifications required by law, including notifications about their legal rights, and any other notifications he/she believes will promote parental understanding and involvement. The Superintendent or designee shall ensure that notifications which must be sent at the beginning of each academic year include a request that the parent/guardian sign the notice and return it to the school. Notifications to parents/guardians shall be written both in English and in the family's primary language when so required by law. Whenever an employee learns that a student's parent/guardian is for any reason unable to understand the district's printed notifications, the principal or designee shall work with the parent/guardian to establish other appropriate means of communication.~~

The Board of Education desires to promote effective communication between the school and the home and to keep parents/guardians informed regarding educational programs, school operations, and the legal rights of students and their parents/guardians. The Superintendent or designee shall send parents/guardians all notifications required by law and any other notifications the Superintendent or designee believes will promote parental understanding and involvement.

Notice of the rights and responsibilities of parents/guardians as specified in Education Code 48980 shall be sent at the beginning of each academic year and may be provided by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used by the district for written communication with parents/guardians.

No activity specified in Education Code 48980 shall be undertaken with respect to any particular student unless the student's parent/guardian has been informed of such action through the annual notification or other separate special notification. Such notice shall state the activity that will be undertaken and the approximate date on which the activity will occur.

The annual notification shall include a request that the parent/guardian sign the notice and return it to the school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. The parent/guardian's signature is an acknowledgment of receipt of the information but does not indicate that consent to participate in any particular program has been given or withheld.

Whenever a student enrolls in a district school during the school year, the student's parents/guardians shall be given all required parental notifications at that time.

Notifications shall be presented in an understandable and uniform format and, to the extent practicable, in a language that parents/guardians can understand.

When necessary, the district shall provide notifications to qualified individuals with disabilities in alternative formats, such as braille, large font, or audio recordings, to enable such individuals to effectively participate in any program, service, or activity, as required by law.

Whenever 15 percent or more of the students enrolled in a district school speak a single primary language other than English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices sent to the parent/guardian of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language.

Whenever an employee learns that a student's parent/guardian is unable to understand the district's printed notifications for any reason, the employee shall inform the principal or designee, who shall work with the parent/guardian to establish other appropriate means of communication.

~~(cf. 5020—Parental Rights and Responsibilities)~~

~~(cf. 5022—Student and Family Privacy Rights)~~

~~(cf. 6020—Parent Involvement)~~

~~(cf. 6174—Education for English Language Learners)~~

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
17 CCR 2950-2951	<u>Hearing tests</u>
17 CCR 6000-6075	<u>School attendance immunization requirements</u>
22 CCR 101218.1	<u>Child care licensing; parent/guardian rights</u>
5 CCR 11303	Reclassification of English learners
5 CCR 11511.5	English language proficiency assessment; test results
5 CCR 11523	Notice of proficiency examinations
5 CCR 17782	Notice of Action; application for services
5 CCR 17783	Notice of Action; recipient of services
5 CCR 18066	Child care policies regarding excused and unexcused absences
5 CCR 18094-18095	Notice of Action; child care services

5 CCR 18114	<i>Notice of delinquent fees; child care services</i>
5 CCR 18118-18119	<i>Notice of Action; child care services</i>
5 CCR 3052	<i>Behavioral intervention</i>
5 CCR 4622	<i>Uniform complaint procedures</i>
5 CCR 4631	<i>Uniform complaint procedures; notification of decision and right to appeal</i>
5 CCR 4917	<i>Notification of sexual harassment policy</i>
5 CCR 852	<i>Exemptions from state assessments</i>
5 CCR 863	<i>Reports of state assessment results</i>
<i>Civ. Code 1798.29</i>	<i><u>District records; breach of security</u></i>
<i>Ed. Code 17288</i>	<i><u>Building standards for university campuses</u></i>
<i>Ed. Code 17612</i>	<i><u>Notification of pesticide use</u></i>
<i>Ed. Code 221.5</i>	<i><u>Equal opportunity</u></i>
<i>Ed. Code 231.5</i>	<i><u>Sexual harassment policy</u></i>
<i>Ed. Code 234.1</i>	<i><u>Student protections relating to discrimination, harassment, intimidation, and bullying</u></i>
<i>Ed. Code 234.7</i>	<i><u>Student protections relating to immigration and citizenship status</u></i>
<i>Ed. Code 262.3</i>	<i><u>Appeals for discrimination complaints; information regarding availability of civil remedies</u></i>
<i>Ed. Code 310</i>	<i><u>Language acquisition programs</u></i>
<i>Ed. Code 313</i>	<i><u>Reclassification of English learners; parental consultation</u></i>
<i>Ed. Code 313.2</i>	<i><u>Long-term English learner; notification</u></i>
<i>Ed. Code 32221.5</i>	<i><u>Insurance for athletic team members</u></i>
<i>Ed. Code 32255-32255.6</i>	<i><u>Student's right to refrain from harmful or destructive use of animals</u></i>
<i>Ed. Code 32390</i>	<i><u>Voluntary program for fingerprinting students</u></i>
<i>Ed. Code 33479-33479.9</i>	<i><u>The Eric Parades Sudden Cardiac Arrest Prevention Act</u></i>
<i>Ed. Code 33479.3</i>	<i><u>The Eric Paredes Sudden Cardiac Arrest Prevention Act</u></i>
<i>Ed. Code 35160.5</i>	<i><u>Extracurricular and cocurricular activities</u></i>
<i>Ed. Code 35178.4</i>	<i><u>Notice of accreditation status</u></i>
<i>Ed. Code 35182.5</i>	<i><u>Advertising in the classroom</u></i>
<i>Ed. Code 35183</i>	<i><u>School dress code; uniforms</u></i>
<i>Ed. Code 35186</i>	<i><u>Complaints concerning deficiencies in instructional materials and facilities</u></i>
<i>Ed. Code 35211</i>	<i><u>Driver training; district insurance, parent/guardian liability</u></i>
<i>Ed. Code 35256</i>	<i><u>School Accountability Report Card</u></i>
<i>Ed. Code 35258</i>	<i><u>School Accountability Report Card</u></i>
<i>Ed. Code 35291</i>	<i><u>Rules for student discipline</u></i>
<i>Ed. Code 35292.6</i>	<i>School maintenance</i>
<i>Ed. Code 37616</i>	<i><u>Consultation regarding year-round schedule</u></i>
<i>Ed. Code 39831.5</i>	<i><u>School bus rider rules and information</u></i>
<i>Ed. Code 440</i>	<i><u>English language proficiency assessment; instruction in</u></i>

Ed. Code 44050	<u>English language development</u>
Ed. Code 44808.5	<u>Employee code of conduct; interaction with students</u>
Ed. Code 46010.1	<u>Permission to leave school grounds</u>
Ed. Code 46014	<u>Notice regarding excuse to obtain confidential medical services</u>
Ed. Code 46162	<u>Regulations regarding absences for religious purposes</u>
Ed. Code 46600-46611	<u>Alternative schedule for junior high and high school; public hearing with notice</u>
Ed. Code 48000	<u>Interdistrict attendance agreements</u>
Ed. Code 48070.5	<u>Minimum age of admission</u>
Ed. Code 48204	<u>Promotion and retention of students</u>
Ed. Code 48205	<u>Residency requirements</u>
Ed. Code 48206.3	<u>Absence for personal reasons</u>
Ed. Code 48207-48208	<u>Students with temporary disabilities; individual instruction; definitions</u>
Ed. Code 48213	<u>Students with temporary disabilities in hospitals</u>
Ed. Code 48216	<u>Prior notice of exclusion from attendance</u>
Ed. Code 48260.5	<u>Immunization and exclusion from attendance</u>
Ed. Code 48262	<u>Notice regarding truancy</u>
Ed. Code 48263	<u>Need for parent conference regarding truancy</u>
Ed. Code 48301	<u>Referral to school attendance review board or probation department</u>
Ed. Code 48412	<u>Interdistrict transfers</u>
Ed. Code 48432.3	<u>Certificate of proficiency</u>
Ed. Code 48432.5	<u>Voluntary enrollment in continuation education</u>
Ed. Code 48850-48859	<u>Involuntary transfers of students</u>
Ed. Code 48900.1	<u>Education of foster youth and homeless students</u>
Ed. Code 48904	<u>Parental attendance required after suspension</u>
Ed. Code 48904-48904.3	<u>Liability of parent/guardian for willful student misconduct</u>
Ed. Code 48906	<u>Withholding grades, diplomas, or transcripts</u>
Ed. Code 48911	<u>Notification of release of student to peace officer</u>
Ed. Code 48911.1	<u>Notification in case of suspension</u>
Ed. Code 48912	<u>Assignment to supervised suspension classroom</u>
Ed. Code 48915.1	<u>Closed sessions; consideration of suspension</u>
Ed. Code 48916	<u>Expelled students; enrollment in another district</u>
Ed. Code 48918	<u>Readmission procedures</u>
Ed. Code 48929	<u>Rules governing expulsion procedures</u>
Ed. Code 48980	<u>Transfer of student convicted of violent felony or misdemeanor</u>
Ed. Code 48980.3	<u>Parent/Guardian notifications</u>
Ed. Code 48981	<u>Notification of pesticide use</u>
Ed. Code 48982	<u>Time and means of notification</u>
Ed. Code 48983	<u>Parent signature acknowledging receipt of notice</u>
	<u>Contents of notice</u>

Ed. Code 48984	<u>Activities prohibited unless notice given</u>
Ed. Code 48985	<u>Notices to parents in language other than English</u>
Ed. Code 48986	<u>Safe storage of firearms</u>
Ed. Code 48987	<u>Child abuse information</u>
Ed. Code 49013	<u>Use of uniform complaint procedures for complaints regarding student fees</u>
Ed. Code 49063	<u>Notification of parental rights</u>
Ed. Code 49067	<u>Student evaluation; student in danger of failing course</u>
Ed. Code 49068	<u>Transfer of permanent enrollment and scholarship record</u>
Ed. Code 49069.7	<u>Absolute right to access</u>
Ed. Code 49070	<u>Challenging content of student record</u>
Ed. Code 49073	<u>Release of directory information</u>
Ed. Code 49073.6	<u>Student records; social media</u>
Ed. Code 49076	<u>Access to student records</u>
Ed. Code 49077	<u>Access to information concerning a student in compliance with court order</u>
Ed. Code 49392	<u>Threats of homicide at school</u>
Ed. Code 49403	<u>Cooperation in control of communicable disease and immunizations</u>
Ed. Code 49423	<u>Administration of prescribed medication for student</u>
Ed. Code 49451	<u>Physical examinations: parent's refusal to consent</u>
Ed. Code 49452.5	<u>Screening for scoliosis</u>
Ed. Code 49452.6	<u>Type 1 diabetes informational materials</u>
Ed. Code 49452.7	<u>Information on type 2 diabetes</u>
Ed. Code 49452.8	<u>Oral health assessment</u>
Ed. Code 49455.5	<u>Eye examination for purpose of eyeglasses</u>
Ed. Code 49456	<u>Results of vision or hearing test</u>
Ed. Code 49471-49472	<u>Insurance</u>
Ed. Code 49475	<u>Student athletes; concussions and head injuries</u>
Ed. Code 49476	<u>Student athletes; opioid fact sheet</u>
Ed. Code 49480	<u>Continuing medication regimen for nonepisodic conditions</u>
Ed. Code 49510-49520	<u>Duffy-Moscone Family Nutrition Education and Services Act of 1970</u>
Ed. Code 49557.5	<u>Child Hunger Prevention and Fair Treatment Act of 2017; notice of negative balance in meal account</u>
Ed. Code 51225.1	<u>Exemption from district graduation requirements</u>
Ed. Code 51225.2	<u>Course credits</u>
Ed. Code 51225.3	<u>High school graduation requirements</u>
Ed. Code 51225.31	<u>Graduation from high school; exemption for eligible students with special needs</u>
Ed. Code 51225.8	<u>Completion and submission of FAFSA and CADAA</u>
Ed. Code 51229	<u>Course of study for grades 7-12</u>
Ed. Code 51513	<u>Personal beliefs; privacy</u>
Ed. Code 51749.5	<u>Independent study</u>

Ed. Code 51938	<u>HIV/AIDS and sexual health instruction</u>
Ed. Code 52062	Local control and accountability plans and the statewide system of support
Ed. Code 52164	<u>Language census</u>
Ed. Code 52164.1	<u>Census-taking methods; determination of primary language; assessment of language skills</u>
Ed. Code 52164.3	<u>Reassessment of English learners; notification of results</u>
Ed. Code 54444.2	<u>Migrant education programs; parent involvement</u>
Ed. Code 56301	<u>Child-find system; policies regarding written notification rights</u>
Ed. Code 56321	<u>Special education: proposed assessment plan</u>
Ed. Code 56321.5-56321.6	<u>Notice of parent rights pertaining to special education</u>
Ed. Code 56329	<u>Written notice of right to findings; independent assessment</u>
Ed. Code 56341.1	<u>Development of individualized education program; right to audio record meeting</u>
Ed. Code 56341.5	<u>Individualized education program team meetings</u>
Ed. Code 56343.5	<u>Individualized education program meetings</u>
Ed. Code 56521.1	<u>Behavioral intervention</u>
Ed. Code 58501	<u>Alternative schools; notice required prior to establishment</u>
Ed. Code 60615	<u>Exemption from state assessment</u>
Ed. Code 60641	<u>California Assessment of Student Performance and Progress</u>
Ed. Code 69432.9	<u>Submission of grade point average to Cal Grant program</u>
Ed. Code 8212	<u>Complaints related to preschool health and safety issues</u>
Ed. Code 8483	<u>Before/after school program; enrollment priorities</u>
Ed. Code 8489	Expulsion and suspension procedures in childcare and development services programs
Ed. Code 8489.1	Expulsion and suspension procedures in childcare and development services programs
H&S Code 104420	<u>Tobacco use prevention</u>
H&S Code 104855	<u>Availability of topical fluoride treatment</u>
H&S Code 116277	Lead testing of potable water at schools and requirements to remedy
H&S Code 120365-120375	Immunizations
H&S Code 120440	<u>Sharing immunization information</u>
H&S Code 124100-124105	<u>Health screening and immunizations</u>
H&S Code 1596.8555	Administration of child day care licensing; posting license
H&S Code 1596.857	<u>Right to enter child care facility</u>
H&S Code 1597.16	<u>Licensed child care centers; lead testing</u>
Pen. Code 626.81	<u>Notice of permission granted to sex offender to volunteer on campus</u>
Pen. Code 627.5	<u>Hearing request following denial or revocation of registration</u>
W&I Code 10228	Child care providers; posting of rates, discounts, and

	<i>scholarships</i>
Federal	Description
20 USC 1232g	<i>Family Educational Rights and Privacy Act (FERPA) of 1974</i>
20 USC 1232h	<i>Privacy rights</i>
20 USC 1415	<i>Procedural safeguards</i>
20 USC 6311	<i>State plan</i>
20 USC 6312	<i>Local educational agency plan</i>
20 USC 6318	<i>Parent and family engagement</i>
20 USC 7704	<i>Impact Aid; policies and procedures related to children residing on Indian lands</i>
20 USC 7908	<i>Armed forces recruiter access to students</i>
34 CFR 104.32	<i>District responsibility to provide free appropriate public education</i>
34 CFR 104.36	<i>Procedural safeguards</i>
34 CFR 104.8	<i>Nondiscrimination</i>
34 CFR 106.9	<i>Severability</i>
34 CFR 200.48	<i>Teacher qualifications</i>
34 CFR 222.94	<i>Impact Aid; district responsibilities</i>
34 CFR 300.300	<i>Parent consent for special education evaluation</i>
34 CFR 300.322	<i>Parent participation in IEP team meetings</i>
34 CFR 300.502	<i>Independent educational evaluation of student with disability</i>
34 CFR 300.503	<i>Prior written notice regarding identification, evaluation, or placement of student with disability</i>
34 CFR 300.504	<i>Procedural safeguards notice for students with disabilities</i>
34 CFR 300.508	<i>Due process complaint</i>
34 CFR 300.530	<i>Discipline procedures</i>
34 CFR 99.30	<i>Disclosure of personally identifiable information</i>
34 CFR 99.34	<i>Student records; disclosure to other educational agencies</i>
34 CFR 99.37	<i>Disclosure of directory information</i>
34 CFR 99.7	<i>Student records; annual notification</i>
40 CFR 763.84	<i>Asbestos inspections, response actions and post-response actions</i>
40 CFR 763.93	<i>Asbestos management plans</i>
42 USC 11431-11435	<i>McKinney-Vento Homeless Assistance Act</i>
42 USC 1758	<i>Child nutrition programs</i>
7 CFR 245.5	<i>Eligibility criteria for free and reduced-price meals</i>
7 CFR 245.6a	<i>Verification of eligibility for free and reduced-price meals</i>
Management Resources	Description
<i>U.S. Department of Agriculture Publication</i>	<i>Civil Rights Compliance and Enforcement -- Nutrition Programs and Services, FNS Instruction 113-1, 2005</i>
<i>Website</i>	<i><u>CSBA District and County Office of Education Legal Services</u></i>

Website

*U.S. Department of Agriculture, Food and Nutrition
Service*

Policy

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