

LODI UNIFIED SCHOOL DISTRICT

Exhibit 5145.6

Students

Parental Notifications

This exhibit relates to notices, which must be provided to parent/guardians. Pursuant to Education Code 48982, notifications that must be sent at the beginning of each academic year must include a request that the parent/guardian sign the notice and return it to the school.♦♦

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. <u>ANNUALLY</u>			
Beginning of each school year	17612 48980.3	AR 3514.2	Use of pesticide product, active ingredients, Internet address to access information
Beginning of each school year	32255-32255.6 48980	AR 5145.8	Right to refrain from harmful or destructive use of animals
Annually by February 1st	35256	BP 0510	School Accountability Report Card provided
Beginning of each school year	35291 48980	BP5144 AR 5144.1	District and site discipline rules
Beginning of each school year if high school open campus	44808.5 48980	BP 5112.5	Open campus
Beginning of school year if Board has adopted resolution allowing such absence	46014 48980	BP 5113 AR 5113	Absence for religious purposes
Beginning of each school year	48205 48980	BP 5113 AR 5113	Absence for justifiable personal reasons
Beginning of each school year	48205 48980	AR 6154	Grade/credit cannot be reduced due to excused absence if work or test has been completed
Beginning of each school year	48206.3 48207, 48208 48980	AR 6183	Availability of home/hospital instruction for students with temporary disabilities
Beginning of each school year	48980 49403	BP 5141.31	Consent to school Immunizations program
Beginning of each school year	48980 35160.2	AR5111.1 AR 5116.1	All statutory attendance options and available local

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
	48204 46600-46611	AR5117	attendance options, options for meeting residency
Beginning of each school year	48980 231.5	AR 5145.7	Sexual harassment policy as related to students
Beginning of each school year	48980 52244	AR 6141.5	Availability of state funds to cover costs of advanced placement exam fees
Beginning of each school year	48980	BP 6111	Schedule of minimum days
Beginning of each school year	49063, 49068, 49069, 20 USC 1232g 34 CFR 99.7	AR 5125	Student records: inspect and review access, types, location, persons responsible, location of log, access criteria, cost of copies, amendment requests, criteria to determine school official legitimate educational interest
Beginning of each school year	49063 49070	AR 5125 AR 5125.3	Challenge, review, and expunging of records
Beginning of each school year	49063 49073	AR 5125.1	Release of directory information
Beginning of each school year	49063 49091.14	AR5020 AR5125	Availability of course prospectus
Beginning of each school year	49423 49480, 48980	AR 5141.21	Administration of prescribed medication
Beginning of each school year	49451 48980 20 USC 1232h	BP 5141.3	Right to refuse consent to physical examination
Beginning of each school year	49472 48980	BP 5143	Availability of insurance
Beginning of each school year	49510-49520 48980 42 USC 1758; 7 CFR 245.5	AR 3553	Free and reduced price meals
Annually	56301	BP 6164.4	Parental rights re: special education identification, referral, assessment, instructional planning, implementation and review, and procedures for initiating a referral for assessment

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
Beginning of each school year	58501	AR 6181	Alternative schools
Beginning of each school year	20 USC 1681-1688; 42 USC 2000d-2000d-7 34 CFR 106.9	BP 0410 BP6178	Nondiscrimination on basis of sex, disability, ethnicity or lack of English skills
Beginning of each school year	20 USC 1232h	AR 5002 BP 6162.8	Notice of privacy policy and dates of activities re: survey, health examination, or collection of personal information for marketing; process to opt out of such activities
For districts receiving Title I funds, beginning of each school year	20 USC 6311	AR 4112.24 AR 4222	Right to request information re: professional qualifications of their child's teacher and paraprofessional
Annually	5 CCR 4622	AR 1312.3	Uniform complaint procedures, available appeals, civil law remedies; identity of coordinator
Annually to parent, teacher and employee organizations or, in their absence, individuals	40 CFR 763.93 40 CFR 763.84	AR 3514	Availability of asbestos management plan; any inspections, response actions or post-response actions planned or in progress

II. AT SPECIFIC TIMES DURING THE STUDENT'S ACADEMIC CAREER

At least once before counseling in grades 7-12	221.5 48980	BP 6164.2	Course selection and career counseling
At beginning of each school year if student has been placed in structured English immersion program	310 5 CCR 11309	AR 6174	Placement of child in program and opportunity to apply for parental exception waiver
Before high school student attends specialized secondary program on a university campus	17288	None	University campus buildings may not meet Education Code requirements for structural safety
To members of athletic teams	32221.5	AR 5143	Offer of insurance, no-cost and low-cost program options
Before presenting a course using live or dead animals or animal parts	32255-32255.6	AR 5145.8	Right to refrain from harmful or destructive use of animals
When child first enrolls in a public school, if the school offers a fingerprinting program	32390 48980	AR 5142.1	Fingerprinting program

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
Upon registration, if K-6 students have not previously been transported	39831.5	AR 3543	School bus safety rules and information, list of stops, rules of conduct, red light crossing instructions, bus danger zones, walking to and from stops
Beginning of each school year in grades 7-12	46010.1	BP 5113	Absence for confidential medical services
Upon admission to school	48216, 49403 Health & Safety Code 120365, 120370, 120375	AR 5141.31	Immunizations
Before early entry to kindergarten, if offered	48000	AR 5111	Effects, advantages and disadvantages of early entry
Beginning of each school year in grades 9-12 and when high school student transfers into the district	48980 60850	AR 6162.52	Requirement to pass the high school exit exam including: date of exam, requirements for passing, consequences of not passing, and that passing is a condition of graduation
Beginning of each term for students who have not passed the exit examination by the end of grade 12	37254	AR 6179	Availability of intensive instruction and services for two consecutive academic years and right to file complaint
When students entering grade 7	49452.7	AR 5141.3	Specified information on type 2 diabetes
Beginning of each school year for students in grades 9-12	51229 48980	BP 6143	College admission requirements, UC and CSU websites that list certified courses, description of career technical education and CDE Internet address, how students may meet with counselors
Annually to each high school student	66204	BP 6143	Copy of list of courses offered student that are certified by UC as meeting admission criteria
When in kindergarten or 1st grade if not previously enrolled in public school	49452.8	AR5141.32	Requirement for oral health assessment, explanation of law, importance of teeth health, agency contact, privacy rights
Beginning of each school year for students in grades 7-12	51938, 48980	AR 6142.1	Explanation of sex and HIV/AIDS instruction; right to view A/V materials, who's teaching, request

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
			specific Education Code sections, right to excuse
Upon assessment and reassessment of English proficiency and enrollment in program of education for English language learners	52164.1 52164.3 52173 5 CCR 11303	AR 6174	Program of education for English language learners
Within 20 working days of receiving results of standardized achievement tests	60641 5 CCR 863	AR 6162.51	Results of tests; test purpose, individual score and intended use
When child is enrolled in kindergarten	Health & Safety Code 124100	BP 5141.32	Health screening examination
Prior to student participation in gifted and talented program	5 CCR 3831	AR 6172	Gifted and talented student program
Within 30 calendar days of receipt of CELDT results	5 CCR 11511.5	AR 6174	CELDT test results
To students in grades 11 and 12, early enough to enable registration for current fall test	5 CCR 11523	AR 6146.2	Notice of proficiency examination provided under Education Code 48412
For districts receiving Title I Funds, not later than 30 days after beginning of school year, to parents of English learners	20 USC 6312	AR 6174	Reasons for placement, level of proficiency, instructional methods, how program meets child's strengths and teaches English, exit requirements, right to choose another program
Upon receipt of a complaint alleging discrimination	262.3	AR 1312.3	Civil law remedies available to complaints
At least 72 hours before use of pesticide product not included in annual list	17612	AR 3514.2	Intended use of pesticide product
If school has lost its WASC accreditation status	35178.4	BP 6190	Loss of status, potential consequences
At least six months before implementing a school wide uniform policy	35183	AR 5132	Dress code policy requiring school wide uniform

III. WHEN SPECIAL CIRCUMSTANCES OCCUR

Before implementing a year-round schedule	37616	BP 6117	Year-round schedule
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When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
When inter-district transfer is requested and not approved or denied within 30 days	46601	AR 5117	Appeal process
When student identified as being at risk of retention	48070.5	AR 5123	Student at risk of retention
When student excluded due to quarantine, contagious or infectious disease, danger to safety or health	48213	AR 5112.2 BP 5141.33	Student has been excluded from school
Before student is excluded for lack of immunization	48216	AR 5141.31	Two weeks to submit evidence of immunization or exemption; Referral to medical care
When a student is classified a truant	48260.5 48262	AR 5113.1	Truancy, parental obligation, availability of alternative programs, student consequences, need for conference
When a truant is referred to a SARB or probation department	48263	AR 5113.1	Name and address of SARB or probation department and reason for referral
When a school is identified On the state's Open Enrollment Lost	48354; 5 CCR 4702	AR 5118	Student's opinion to transfer to another school
Within 60 days of receiving application for transfer out of open enrollment school	48357; 5 CCR 4702	AR 5118	Whether student's transfer application is accepted or rejected; reasons for rejection
Prior to involuntary transfer to continuation school	48432.5	AR 6184	Right to require meeting prior to involuntary transfer to continuation school
Prior to withholding grades, diplomas, or transcripts	48904	AR 5125.2	Damaged school property
When withholding grades, diplomas or transcripts from transferring student	48904.3	AR 5125.2	Next school will continue withholding grades, diplomas or transcripts
When student is released to peace officer	48906	BP 5145.11	Release of student to peace officer
At time of suspension	48911	BP 5144.1 AR 5144.1	Notice of suspension
When original period of suspension is extended	48911	AR 5144.1	Extension of suspension

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
Before holding a closed session re: suspension	48912	AR 5144.1	Intent to hold a closed session re: suspension
When student expelled from another district for certain acts seeks admission	48915.1 48918	AR 5119	Hearing re: possible danger presented by expelled student
When readmission is denied	48916	AR 5144.1	Reasons for denial; determination of assigned program
When expulsion occurs	48916	AR 5144.1	Description of readmission procedures
10 calendar days before expulsion hearing	48918	AR 5144.1	Notice of expulsion hearing
When expulsion or suspension of expulsion occurs	48918	AR 5144.1	Decision to expel; right to appeal to county board; obligation to inform new district of status
One month before the scheduled minimum day	48980	BP 6111	When minimum days are scheduled after the beginning of the school year
When parents request guidelines for filing complaint of child abuse at a school site	48987	AR 5141.4	Guidelines for filing complaint of child abuse at a school site with local child protective agencies
When student in danger of failing a course	49067	AR 5121	Student in danger of failing a course
When student transfers from another district or private school	49068	AR 5125	Right to receive copy of student's record and to challenge its content
Within 24 hours of release of information to a judge or probation officer	49076	AR 5125	Release of student record information to a judge or probation officer for conducting a truancy mediation program or for presenting evidence at a truancy petition
Before release of information pursuant to court order or subpoena	49077	AR 5125	Release of information pursuant court order or subpoena
When screening results in suspicion that student has scoliosis	49452.5	BP 5141.3	Scoliosis screening
When test results in discovery of visual or hearing defects	49456	AR 5141.3	Vision or hearing test

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
Before any test questioning personal beliefs	51513	AR 5022	Permission for test, survey questioning personal beliefs
Within 14 days of instruction if arrangement made for guest speaker after beginning of school year	51938	AR 6142.1	Instruction in HIV/AIDS or sexual health education by guest speaker or outside consultant
Prior to administering survey regarding health risks and behaviors to students in 7-12	51938	AR 5022	Notice that the survey will be administered
When migrant education program is established	54444.2	BP 6175 AR 6175	Parent advisory council membership composition
When child participates in licensed child care and development program	Health & Safety 1596.857	AR 5148	Parent right to enter facility
When sharing student immunization information with an immunization system	Health & Safety Code 120440	AR 5125	Types of information to be shared, name and address of the agency; acceptable use of the information; right to examine; right to refuse to share
When hearing is requested by person asked to leave school premises	Penal Code 627.5	AR 3515.2	Notice of hearing
When providing written decision in response to a complaint re: discrimination, special education, or non-compliance with laws regulating educational programs	5 CCR 4631	AR 1312.3	Appeal rights and procedures
When child participates in licensed child care and development program	5 CCR 18066	AR 5148	Policies re: unexcused absences
When district substantively Changes policy on Student privacy rights	20 USC 1232h	AR 5022	Notice of any substantive change in policy or regulation
For districts receiving Title I funds, when child has been taught for four or more consecutive weeks by a teacher who is not "highly qualified"	20 USC 6311	AR 4112.24	Timely notice to parent of child's assignment
When school identified for program improvement or	20 USC 6312	AR 0520.2	Notice of failure to parents of English language learners

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
corrective action, within 30 days of failure to make annual yearly progress			
When school identified for program improvement or corrective action	20 USC 6316	AR 0520.2 AR 5116.1	Explanation of identification, reasons, how problem will be addressed, how parents can become involved, transfer option, availability of supplemental services
For districts with schools that have been identified for program improvement or corrective action, annually	20 USC 6316	AR 0520.2	Availability of supplemental educational services, identity of providers, description of services, qualifications, effectiveness of providers
When district identified for program improvement	20 USC 6316	AR 0520.3	Explanation of status, reasons for identification, how parents can participate in upgrading district
For schools receiving Title I funds, upon development of parent involvement policy	20 USC 6318	AR 6020	Notice of policy
For districts with secondary students receiving Title I funds	20 USC 7908	AR 5125.1	Notice that parents may request district to not release name, address, phone number of child to military recruiters without prior written consent
When household is selected for verification of eligibility for free or reduced price meals	42 USC 1758 7 CFR 246.6	AR 3553	Notice of need to submit verification information; any subsequent change in benefits; right to appeal
IV. SPECIAL EDUCATION NOTICES			
Before functional behavioral assessment begins	5 CCR 3052	AR 6159.4	Notification and consent
Before modification of behavioral intervention plan	5 CCR 3052	AR 6159.4	Need for modification, right to question modification
Within one school day of emergency intervention or serious property damage	5 CCR 3052	AR 6159.4	Emergency intervention
Whenever there is a proposal or refusal to initiate or change the identification evaluation or	20 USC 1415(c) 34 CFR 300.503 300.300	AR 6159.1 AR 6159	Prior written notice

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation	Subject
placement, or FAPE, including when parent/guardian revokes consent for services			
Initial referral for evaluation	20 USC 1415(d) 34 CFR 300.503	AR 6159.1	Prior written notice and procedural safeguards notice
Registration of complaint	20 USC 1415(d) 34 CFR 300.504	AR 6159.1	Procedural safeguards notice
Disciplinary action taken for dangerous behavior	20 USC 1415(k) 34 CFR 300.530	AR 5144.2	Decision and procedural safeguards notice
Suspension or change of placement for more than 10 days	20 USC 1415(k) 34 CFR 300.530	AR 5144.2	Decision and procedural safeguards notice
Upon requesting a due process hearing	20 USC 1415(k) 34 CFR 300.508	AR 6159.1	Child's name, address, school description of problem, proposed resolutions
Eligibility for services Under Section 504	34 CFR 104.32 104.36	AR 6164.6	Procedural safeguards, district responsibilities

V. CLASSROOM NOTICES

In each classroom in each school	35186	AR 1312.4 E 1312.4	Complaint rights re: sufficiency of instructional materials, teacher vacancy and misassignment, maintenance of facilities, and, for classrooms with grades 10-12, right of students who did not pass the exit exam to receive intensive instruction after completion of grade 12
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Exhibit
revised: 02/20/01
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