

Twin Rivers USD

Exhibit

Parental Notifications

E 5145.6

Students

REVISED

Cautionary Notice: ~~As added and amended by SBX3 4 (Ch. 12, Third Extraordinary Session Statutes of 2009) and ABX4 2 (Ch. 2, Fourth Extraordinary Session, Statutes of 2009),~~ Education Code 42605 grants districts flexibility in "Tier 3" categorical programs. The Twin Rivers Unified School District has accepted this flexibility and thus is deemed in compliance with the statutory or regulatory program and funding requirements for these programs for the 2008-09 through 2012-13 fiscal years. As a result the district may temporarily suspend certain provisions of the following policy or regulation that reflect these requirements. For further information, please contact the Superintendent or designee. **Government Code 17581.5** relieves districts from the obligation to perform specified mandated activities when the Budget Act does not provide reimbursement during that fiscal year. The Budget Act of 2016 (SB 826, Ch. 23, Statutes of 2016) extends the suspension of these requirements through the 2016-17 fiscal year. As a result, certain provisions of the following Exhibit related to scoliosis screening and bus safety instruction may be suspended.

Cautionary Notice 2010-13: ~~AB 1610 (Ch. 724, Statutes of 2010) amended Education Code 37252.2 to relieve districts from the obligation, until July 1, 2013, to perform any activities that are deemed to be reimbursable state mandates under that section. As a result, certain provisions of the following policy or administrative regulation that reflect those requirements may be suspended.~~

I. Annually

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 310

Board Policy/Administrative Regulation #: See BP 6174, See AR 6142.2

Subject: Information on the district's language acquisition programs

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code **17611.5**, 17612, 48980.3

Board Policy/Administrative Regulation #: See AR 3514.2

Subject: Use of pesticide product, active ingredients, Internet address to access information, and, if district uses certain pesticides, integrated pest management plan

When to Notify: Annually by February 1

Education or Other Legal Code: Education Code 35256, **35258**

Board Policy/Administrative Regulation #: See BP 0510

Subject: School Accountability Report Card provided

When to Notify: Beginning of each school year
Education or Other Legal Code: Education Code 35291, 48980
Board Policy/Administrative Regulation #: See ~~BP~~ AR 5144, See AR 5144.1
Subject: District and site discipline rules

When to Notify: Beginning of each school year
Education or Other Legal Code: Education Code ~~48205~~ **46010.1**
Board Policy/Administrative Regulation #: See ~~BP~~ AR 5113
Subject: ~~Absence for justifiable personal reasons~~ **Absence for confidential medical services**

~~When to Notify: Beginning of each school year in grades 7-12~~
~~Education Code 46010.1~~
~~Board Policy/Administrative Regulation #: See BP 5113~~
~~Subject: Absence for confidential medical services~~

When to Notify: Beginning of each school year, if district has adopted policy on involuntary transfer of students convicted of certain crimes when victim is enrolled at same school
Education or Other Legal Code: Education Code 48929, 48980
Board Policy/Administrative Regulation #: See BP 5116.2
Subject: District policy authorizing transfer

When to Notify: Beginning of each school year
Education or Other Legal Code: Education Code 48980
Board Policy/Administrative Regulation #: See BP 6111
Subject: Schedule of minimum days and student-free staff development days

When to Notify: Beginning of each school year
Education or Other Legal Code: Education Code 48980, ~~231.5~~ **231.5; 5 CCR 4917**
Board Policy/Administrative Regulation #: See AR 5145.7
Subject: Copy of Ssexual harassment policy as related to students

When to Notify: Beginning of each school year ~~Before presenting a course using live or dead animals or animal parts~~
Education or Other Legal Code: Education Code **48980**, 32255-32255.6
Board Policy/Administrative Regulation #: See ~~BP 5145.8~~, AR 5145.8
Subject: Right to refrain from harmful or destructive use of animals

When to Notify: Beginning of each school year
Education or Other Legal Code: Education Code 48980, **35160.5, 46600-46611, 48204, 48301, 48350-48361**
Board Policy/Administrative Regulation #: See **BP 5111.1**, See ~~AR 5116.1~~ See AR 5116.1, See AR 5117
Subject: All statutory attendance options, available local attendance options, options for meeting residency, **form for changing attendance, appeals process**

When to Notify: Beginning of each school year, if Board **allows such absence** ~~has adopted resolution allowing~~

Education or Other Legal Code: Education Code 48980, 46014

Board Policy/Administrative Regulation #: ~~See BP 5113~~, See AR 5113

Subject: Absence for religious **exercise or** purposes

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 48980, 48205

Board Policy/Administrative Regulation #: **See AR 5113, See BP 6154, See AR 6154**

Subject: ~~Grade~~ **Excused absences; grade/credit cannot be reduced due to excused absence if work or test has been completed; full text of Education Code 48205**

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 48980, 48206.3, 48207, 48208

Board Policy/Administrative Regulation #: See AR 6183

Subject: Availability of home/hospital instruction for students with temporary disabilities

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 48980, **49403**, ~~48216~~

Board Policy/Administrative Regulation #: See BP 5141.31, ~~See AR 5141.31~~

Subject: **School immunization program** ~~Immunizations~~

~~When to Notify: Upon admission to school~~

~~Education Code 48216, 49403, Health and Safety Code 120365, 120370, 120375~~

~~Board Policy/Administrative Regulation #: See AR 5141.31~~

~~Subject: Immunizations~~

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 48980, 49423, 49480

Board Policy/Administrative Regulation #: See AR 5141.21

Subject: Administration of prescribed medication

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 48980, 49451; **20 USC 1232h**

Board Policy/Administrative Regulation #: See AR 5141.3

Subject: ~~Refusal to~~ **Right to refuse** consent to physical examination

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 48980, **49471**, 49472

Board Policy/Administrative Regulation #: See BP 5143

Subject: Availability of insurance

When to Notify: ~~Annually~~ **Beginning of each school year**

Education or Other Legal Code: Education Code **49013**; 5 CCR 4622

Board Policy/Administrative Regulation #: See AR 1312.3

Subject: Uniform complaint procedures, available appeals, civil law remedies; ~~identity of coordinators~~

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 49063, 49070

Board Policy/Administrative Regulation #: See AR 5125, See AR 5125.3

Subject: Challenge, review and expunging of records

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 49063, ~~49068~~, 49069; 20 USC 1232g; 34 CFR 99.7

Board Policy/Administrative Regulation #: ~~See BP 5125~~, See AR 5125

Subject: 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, **course prospectus availability**

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 49063, 49073; **20 USC 1232g; 34 CFR 99.37**

Board Policy/Administrative Regulation #: See AR 5125.1

Subject: Release of directory information

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code ~~49510-49520~~, 48980; **42 USC 1758; 7 CFR 245.5**

Board Policy/Administrative Regulation #: See ~~BP~~AR 3553

Subject: Free and reduced price meals

When to Notify: Beginning of each school year

Education or Other Legal Code: **Education Code 51513**, 20 USC 1232h

Board Policy/Administrative Regulation #: See AR 5022, **See BP 6162.8**

Subject: 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; inspection rights and procedures**

When to Notify: ~~Annually~~**Beginning of each school year**

Education or Other Legal Code: Education Code 56301

Board Policy/Administrative Regulation #: See BP 6164.4

Subject: ~~Rights of all parents related to~~ **Parental rights re:** special education identification, referral, assessment, instructional planning, implementation and review, and procedures for initiating a referral for assessment

When to Notify: Beginning of each school year

Education or Other Legal Code: Education Code 58501, **48980**

Board Policy/Administrative Regulation #: See ~~BP 6181~~ **AR 6181**

Subject: Alternative schools

When to Notify: Beginning of each school year

Education or Other Legal Code: Health and Safety Code 104855

Board Policy/Administrative Regulation #: See AR 5141.6

Subject: Availability of dental fluoride treatment; opportunity to accept or deny treatment

When to Notify: Annually

Education or Other Legal Code: 5 CCR 852; Education Code 60615

Board Policy/Administrative Regulation #: See 6162.51

Subject: Student's participation in state assessments; option to request exemption from testing

When to Notify: ~~Beginning of each school year, For districts receiving if district receives Title I funds, beginning of each school year~~

Education or Other Legal Code: ~~20 USC 6312; 34 CFR 200.6120-6314~~

Board Policy/Administrative Regulation #: ~~See BP 4112.2, AR-See AR 4222~~

Subject: Right to request information re: professional ~~qualification~~ **qualifications** of their child's teacher and paraprofessional

When to Notify: Beginning of each school year

Education or Other Legal Code: ~~34 CFR 104.8, 106.9 20 USC 1681-1688, 42 USC 2000d-2000d-7, 34 CFR 106.9~~

Board Policy/Administrative Regulation #: See BP 0410, **See BP 6178**

Subject: ~~Nondiscrimination on basis of sex, disability, ethnicity or lack of English skills~~

When to Notify: ~~Annually~~ **Beginning of each school year** to parent, teacher, and employee organizations; ~~or, in their absence of organizations, to, individuals~~

Education or Other Legal Code: ~~40 CFR 763.84, 40 CFR 763.93~~

Board Policy/Administrative Regulation #: See AR 3514

Subject: Availability of ~~complete, updated~~ **asbestos** management plan for ~~asbestos-containing material~~; **any inspections, response actions or post-response actions planned or in school buildings progress**

II. At Specific Times During the Student's Academic Career

When to Notify: ~~At least once before counseling in grades 7 through 12~~ **Beginning in grade 7, at least once prior to course selection and career counseling**

Education or Other Legal Code: Education Code 221.5, 48980

Board Policy/Administrative Regulation #: See BP 6164.2

Subject: Course selection and career counseling

When to Notify: Upon a student's enrollment

Education or Other Legal Code: Education Code 310

Board Policy/Administrative Regulation #: See BP 6174, See AR 6142.2

Subject: Information on the district's language acquisition programs

When to Notify: When child first enrolls in a public school, if the school offers a fingerprinting program

Education or Other Legal Code: Education Code 32390, 48980

Board Policy/Administrative Regulation #: See ~~B~~PAR 5142.1

Subject: Fingerprinting program

When/Whom to Notify: When participating in driver training courses under the jurisdiction of the district

Education or Other Legal Code: Education Code 35211

Board Policy/Administrative Regulation #: None

Subject: Civil liability, insurance coverage

When to Notify: Upon registration **in K-6**, if ~~K-6~~ students have not previously been transported

Education or Other Legal Code: Education Code 39831.5

Board Policy/Administrative Regulation #: See AR 3543

Subject: School bus safety rules and information, list of stops, rules of conduct, red ~~in a school-~~ bus light **crossing instructions**, bus danger zones, walking to and from stops

When to Notify: Beginning of each school year **for high school students**, if high school is open campus

Education or Other Legal Code: Education Code 44808.5, 48980

Board Policy/Administrative Regulation #: See AR 5112.5

Subject: Open campus

When to Notify: Beginning each school year in grades 9-12, if district allows career technical education (CTE) course to satisfy graduation requirement

Education or Other Legal Code: Education Code 48980, 51225.3

Board Policy/Administrative Regulation #: See AR 6146.1

Subject: How each graduation requirement does or does not satisfy college entrance a-g course criteria; list of districts CTE courses that satisfy a-g criteria

When to Notify: Upon a student's enrollment

Education or Other Legal Code: Education Code 49063

Board Policy/Administrative Regulation #: See AR 5125, See AR 5125.3

Subject: Specified rights related to student records

When to Notify: When students enter grade 7

Education or Other Legal Code: Education Code 49452.7

Board Policy/Administrative Regulation #: See AR 5141.3

Subject: Specified information on type 2 diabetes

When to Notify: When in kindergarten, or 1st-~~first~~ grade if not previously ~~law~~, enrolled in public school

Education or Other Legal Code: Education Code 49452.8

Board Policy/Administrative Regulation #: See AR 5141.32

Subject: Requirement for oral health assessment, explanation of **law**, importance of ~~teeth~~, **oral health**, agency contact, privacy rights

When to Notify: Beginning of each school year for students in grades 9-12

Education or Other Legal Code: Education Code 51229, 48980

Board Policy/Administrative Regulation #: See ~~BP~~**AR** 6143

Subject: ~~Explanation of~~ College admission requirements, ~~list of~~ UC and CSU web sites that list certified courses, description of ~~career technical education and~~ **CTE**, CDE Internet address, how students may meet with counselors

When to Notify: Beginning of each school year for students in grades 7-12, **or at time of enrollment if after beginning of year**

Education or Other Legal Code: Education Code 51938, 48980

Board Policy/Administrative Regulation #: See AR 6142.1

Subject: ~~Explanation of sex~~ **Sexual health** and HIV/~~AIDS~~ instruction, **prevention education**; right to view A/V materials, ~~who teaching~~, **whether taught by district staff or outside consultants**, **right** to request specific Education Code sections, right to excuse

When to Notify: Within 20 working days of receiving results of standardized achievement tests **or, if results not available in school year, within 20 working days of start of next school year**

Education or Other Legal Code: Education Code 60641.5; 5 CCR 863

Board Policy/Administrative Regulation #: See AR 6162.51

Subject: Results of tests; test purpose, individual score and intended use

When/Whom to Notify: By October 15 for students in grade 12

Education or Other Legal Code: Education Code 69432.9

Board Policy/Administrative Regulation #: See AR 5121, See AR 5125

Subject: Forwarding of student's grade point average to Cal Grant program; timeline to opt out

When to Notify: When child is enrolled in kindergarten

Education or Other Legal Code: Health and Safety Code ~~124085~~, 124100, **124105**

Board Policy/Administrative Regulation #: See ~~BP~~**AR** 5141.32

Subject: Health screening examination

~~When to Notify: Prior student participation in gifted and talented program~~
~~5 CCR 3831~~

~~Board Policy/Administrative Regulation #: See AR 6172~~

~~Subject: Gifted and talented student program~~

When to Notify: To students in grades 11 ~~and~~ -12, early enough to enable registration for ~~current~~ fall test

Education or Other Legal Code: 5 CCR 11523

Board Policy/Administrative Regulation #: See AR 6146.2

Subject: Notice of proficiency examination provided under Education Code 48412

When to Notify: ~~For districts receiving~~ **To secondary students, if district receives Title I funds**

Education or Other Legal Code: 20 USC 7908

Board Policy/Administrative Regulation #: See AR 5125.1

Subject: ~~Notice that parents may Request~~ **that district not release name, address, phone number of child to military recruiters without prior written consent**

III. When Special Circumstances Occur

When to Notify: **In the event of a breach of security of district records, security of district records,**

Education or Other Legal Code: Civil Code 1798.29

Board Policy/Administrative Regulation #: See BP 3580

Subject: **Types of records affected, date of breach, description of incident, contact information for credit reporting agencies**

When to Notify: Upon receipt of a complaint alleging discrimination

Education or Other Legal Code: Education Code 262.3

Board Policy/Administrative Regulation #: See AR 1312.3

Subject: Civil law remedies available to ~~complaints~~ **complainants**

~~When to Notify: At beginning of school year if student had been placed in structured English immersion program~~

~~Education Code 310, 5 CCR 11309~~

~~Board Policy/Administrative Regulation #: See AR 6174~~

~~Subject: Placement of child in program and opportunity to apply for parental exception waiver~~

When to Notify: **When determining whether an English learner should be reclassified as fluent English proficient**

Board Policy/Administrative Regulation #: See AR 6174

Education or Other Legal Code: Education Code 313; 5 CCR 11303

Subject: **Description of reclassification process, opportunity for parent/guardian to participate**

When to Notify: **When Student is identified as English learner and district receives Title I or Title III funds for English learner programs, not later than 30 days after beginning of school year or within two weeks of placement if identified during school year**

Education or Other Legal Code: Education Code 440; 20 USC 6312

Board Policy/Administrative Regulation #: See AR 6174

Subject: **Reason for classification, level of English proficiency, description of program(s), option to decline program or choose alternate, option to remove student from program at any time, exit requirements of program**

When to Notify: **When homeless or foster youth applies for enrollment in before/after**

school program

Education or Other Legal Code: Education Code 8483

Board Policy/Administrative Regulation #: See AR 5148.2

Subject: Right to priority enrollment; how to request priority enrollment

When to Notify: Before high school student attends specialized secondary program on a university campus

Education or Other Legal Code: Education Code 17288

Board Policy/Administrative Regulation #: None

Subject: University campus buildings may not meet Education Code requirements for structural safety

When to Notify: At least 72 hours before use of pesticide product not included in annual list

Education or Other Legal Code: Education Code 17612

Board Policy/Administrative Regulation #: See AR 3514.2

Subject: Intended use of pesticide product

When to Notify: To members of athletic teams

Education or Other Legal Code: Education Code 32221.5

Board Policy/Administrative Regulation #: See AR 5143

Subject: Offer of insurance; no-cost and low-cost program options

When to Notify: If school has lost its WASC accreditation status

Education or Other Legal Code: Education Code 35178.4

Board Policy/Administrative Regulation #: See BP 6190

Subject: Loss of status, potential consequences

When/Whom to Notify: When district has contracted for electronic products or services that disseminate advertising

Education or Other Legal Code: Education Code 35182.5

Board Policy/Administrative Regulation #: See BP 3312

Subject: Advertising will be used in the classroom or learning center

When to Notify: At least six months before implementing a schoolwide uniform policy

Education or Other Legal Code: Education Code 35183

Board Policy/Administrative Regulation #: See AR 5132

Subject: Dress code policy requiring schoolwide uniform

When to Notify: Before implementing a ~~continuous school program~~ **year-round schedule**

Education or Other Legal Code: Education Code 37616

Board Policy/Administrative Regulation #: See BP 6117

Subject: ~~Continuous school program~~ **Public hearing on year-round schedule**

When to Notify: When interdistrict transfer is requested and not approved or denied within 30 days

Education or Other Legal Code: Education Code 46601

Board Policy/Administrative Regulation #: See AR 5117
Subject: Appeal process

When to Notify: Before early entry to kindergarten, if offered
Education or Other Legal Code: Education Code 48000
Board Policy/Administrative Regulation #: See AR 5111
Subject: Effects, advantages and disadvantages of early entry

When to Notify: When student identified as being at risk of retention
Education or Other Legal Code: Education Code 48070.5
Board Policy/Administrative Regulation #: See AR 5123
Subject: Student at risk of retention

When to Notify: When student excluded due to quarantine, contagious or infectious disease, danger to safety or health
Education or Other Legal Code: Education Code 48213
Board Policy/Administrative Regulation #: See AR 5112.2, See BP 5141.33
Subject: Student has been excluded from school

When to Notify: Before already admitted student is excluded for lack of immunization
Education or Other Legal Code: Education Code 48216; 17 CCR 6040
Board Policy/Administrative Regulation #: See AR 5141.31
Subject: Need to submit evidence of immunization or exemption within 10 school days; referral to medical care

When to Notify: When a student is classified as a truant
Education or Other Legal Code: Education Code 48260.5, 48262
Board Policy/Administrative Regulation #: See AR 5113.1
Subject: ~~Parental~~ **Truancy, parental obligation, availability of alternative programs, student consequences, need for conference**

When to Notify: When a truant is referred to a SARB or probation department
Education or Other Legal Code: Education Code 48263
Board Policy/Administrative Regulation #: See AR 5113.1
Subject: Name and address of SARB or probation department and reason for referral

When to Notify: When a school is identified on the state's Open Enrollment List
Education or Other Legal Code: Education Code 48354; 5 CCR 4702
Board Policy/Administrative Regulation #: See AR 5118
Subject: Student's option to transfer to another school

When to Notify: Within 60 days of receiving application for transfer out of open enrollment school
Education or Other Legal Code: Education Code 48357; 5 CCR 4702
Board Policy/Administrative Regulation #: See AR 5118
Subject: Whether student's transfer application is accepted or rejected; reasons for

rejection

When/Whom to Notify: When student requests to voluntarily transfer to continuation school

Education or Other Legal Code: Education Code 48432.3

Board Policy/Administrative Regulation #: See AR 6184

Subject: Copy of district policy and regulation on continuation education

When to Notify: Prior to involuntary transfer to continuation school

Education or Other Legal Code: Education Code 48432.5

Board Policy/Administrative Regulation #: See AR 6184

Subject: Right to require a meeting prior to involuntary transfer to continuation school

When/Whom to Notify: To person holding educational rights, prior to recommending placement of foster youth outside school of origin

Education or Other Legal Code: Education Code 48853.5

Board Policy/Administrative Regulation #: See AR 6173.1

Subject: Basis for the placement recommendation

When to Notify: When student is removed from class and teacher requires parental attendance at school

Education or Other Legal Code: Education Code 48900.1

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: Parental attendance required; timeline for attendance

When to Notify: Prior to withholding grades, diplomas, or transcripts

Education or Other Legal Code: Education Code 48904

Board Policy/Administrative Regulation #: See AR 5125.2

Subject: Damaged school property

When to Notify: When withholding grades, diplomas or transcripts from transferring student

Education or Other Legal Code: Education Code 48904.3

Board Policy/Administrative Regulation #: See AR 5125.2

Subject: Next school will continue withholding grades, diplomas or transcripts

When to Notify: When student is released to peace officer

Education or Other Legal Code: Education Code 48906

Board Policy/Administrative Regulation #: See BP 5145.11

Subject: Release of student to peace officer **for the purpose of removing minor from school, unless taken into custody as victim of suspected child abuse**

When to Notify: At time of suspension

Education or Other Legal Code: Education Code 48911

Board Policy/Administrative Regulation #: See BP 5144.1, See AR 5144.1

Subject: Notice of suspension

When to Notify: When original period of suspension is extended

Education or Other Legal Code: Education Code 48911

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: Extension of suspension

When to Notify: At the time a student is assigned to a supervised suspension classroom

Education or Other Legal Code: Education Code 48911.1

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: The student's assignment to a supervised suspension classroom

When to Notify: Before holding a ~~closes~~ **closed** session re: suspension

Education or Other Legal Code: Education Code 48912

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: Intent to hold a closed session re: suspension

When to Notify: When student expelled from another district for certain acts seeks admission

Education or Other Legal Code: Education Code 48915.1, 48918

Board Policy/Administrative Regulation #: See **ARBP** 5119

Subject: Hearing re: possible danger presented by expelled student

When to Notify: When readmission is denied

Education or Other Legal Code: Education Code 48916

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: Reasons for denial; determination of assigned program

When to Notify: When expulsion occurs

Education or Other Legal Code: Education Code 48916

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: Description of readmission procedures

When to Notify: **At least** 10 calendar days before expulsion hearing

Education or Other Legal Code: Education Code 48918

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: Notice of expulsion hearing

When to Notify: When expulsion or suspension of expulsion occurs

Education or Other Legal Code: Education Code 48918

Board Policy/Administrative Regulation #: See AR 5144.1

Subject: Decision to expel; right to appeal to county board; obligation to inform new district of status

When to Notify: Before involuntary transfer of student convicted of certain crime when victim is enrolled at same school

Education or Other Legal Code: Education Code 48929, 48980

Board Policy/Administrative Regulation #: See BP 5116.2

Subject: Right to request a meeting with principal or designee

When to Notify: One month before the scheduled minimum day

Education or Other Legal Code: Education Code 48980

Board Policy/Administrative Regulation #: See BP 6111

Subject: When minimum days are scheduled after the beginning of the school year

When to Notify: When parents/**guardians** request guidelines for filing complaint of child abuse at a school site

Education or Other Legal Code: Education Code 48987

Board Policy/Administrative Regulation #: See ~~BP 1312.4~~ **AR 5141.4**

Subject: Guidelines for filing complaint of child abuse at a school site with local child protective agencies

When to Notify: When student in danger of failing a course

Education or Other Legal Code: Education Code 49067

Board Policy/Administrative Regulation #: See AR 5121

Subject: Student in danger of failing a course

When to Notify: When student transfers from another district or private school

Education or Other Legal Code: Education Code 49068

Board Policy/Administrative Regulation #: See AR 5125

Subject: Right to receive copy of student's record and to challenge its content

When to Notify: When parent/guardian's challenge of student record is denied and parent/guardian appeals

Education or Other Legal Code: Education Code 49070

Board Policy/Administrative Regulation #: See AR 5125.3

Subject: If board sustains allegations, the correction or destruction of record; if denied, right to submit written objection

When/Whom to Notify: When district is considering program to gather safety-related information from students' social media activity

Education or Other Legal Code: Education Code 49073.6

Board Policy/Administrative Regulation #: See BP 5125

Subject: Opportunity for input on proposed program

When/Whom to Notify: When district adopts program to gather information from students' social media activity, and annually thereafter

Education or Other Legal Code: Education Code 49073.6

Board Policy/Administrative Regulation #: See AR 5125

Subject: Information is being gathered, access to records, process for removal or corrections, destruction of records

When to Notify: Within 24 hours of release of information to a judge or probation officer

Education or Other Legal Code: Education Code 49076

Board Policy/Administrative Regulation #: See AR 5125

Subject: 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

When to Notify: Before release of information pursuant to court order or subpoena

Education or Other Legal Code: Education Code 49077

Board Policy/Administrative Regulation #: See AR 5125

Subject: Release of information pursuant to court order or subpoena

When to Notify: When screening results in suspicion that student has scoliosis

Education or Other Legal Code: Education Code 49452.5

Board Policy/Administrative Regulation #: See ~~BP~~**AR** 5141.3

Subject: Scoliosis screening

When to Notify: When test results in discovery of visual or hearing defects

Education or Other Legal Code: Education Code 49456; **17 CCR 2951**

Board Policy/Administrative Regulation #: See ~~BP~~**AR** 5141.3

Subject: Vision or hearing test **results**

When to Notify: Annually to parents/guardians of student athletes before their first practice or competition

Education or Other Legal Code: Education Code 49475

Board Policy/Administrative Regulation #: See AR 6145.2

Subject: Information on concussions and head injuries

When/Whom to Notify: To person holding educational rights, within 30 days of foster youth, homeless youth, or former juvenile court school student being transferred between high schools

Education or Other Legal Code: Educational Code 51225.1

Board Policy/Administrative Regulation #: See BP 6146.1, See AR 6173, See AR 6173.1, See AR 6173.3

Subject: Exemption from local graduation requirements, effect on college admission, option for fifth year of high school

When to Notify: Before any test/**survey** questioning personal beliefs

Education or Other Legal Code: Education Code 51513

Board Policy/Administrative Regulation #: See AR 5022

Subject: Permission for test, **survey** questioning personal beliefs

When to Notify: ~~Within~~ **At least 14 days of before HIV prevention or sexual health** instruction, if arrangement made for guest speaker after beginning of school year

Education or Other Legal Code: Education Code 51938

Board Policy/Administrative Regulation #: See ~~BP~~**AR** 6142.1

Subject: Instruction in HIV/~~AIDS~~ **prevention** or sexual health ~~education~~ by guest speaker or outside consultant

When to Notify: Prior to administering survey regarding health risks and behaviors to

students in 7-12

Education or Other Legal Code: Education Code 51938

Board Policy/Administrative Regulation #: See AR 5022

Subject: Notice that the survey will be administered

~~When to Notify: Within 30 calendar days of receipt of results~~

~~5 CCR 11511.5~~

~~Board Policy/Administrative Regulation #: See AR 6174~~

~~Subject: CELDT test results~~

When to Notify: Within 30 calendar days of receipt of results of assessment or reassessment of English proficiency

Education or Other Legal Code: Education Code 52164.1, 52164.3; 5 CCR 11511.5

Board Policy/Administrative Regulation #: See AR 6174

Subject: Results of state test of English proficiency

~~When to Notify: Upon assessment and reassessment of English proficiency and enrollment in program of education for English language learners~~

~~Education Code 52164.1, 52164.3, 52173, 5 CCR 11303~~

~~Board Policy/Administrative Regulation #: See AR 6174~~

~~Subject: Program of education for English language learners~~

When to Notify: When migrant education program is established

Education or Other Legal Code: Education Code 54444.2

Board Policy/Administrative Regulation #: See BP 6175, See AR 6175

Subject: Parent advisory council membership composition

When to Notify: When child participates in licensed child care and development program

Education or Other Legal Code: Health and Safety Code 1596.857

Board Policy/Administrative Regulation #: See AR 5148

Subject: Parent/guardian right to enter facility

When/Whom to Notify: When district receives Tobacco-Use Prevention Education Funds

Education or Other Legal Code: Health and Safety Code 104420

Board Policy/Administrative Regulation #: See AR 3513.3

Subject: The district's tobacco-free schools policy and enforcement procedures

When to Notify: When sharing student immunization information with an immunization system

Education or Other Legal Code: Health and Safety Code 120440

Board Policy/Administrative Regulation #: See AR 5125

Subject: Types of information to be shared, name and address of agency; acceptable use of the information; right to examine; right to refuse to share

When/Whom to Notify: At least 14 days prior to sex offender coming on campus as volunteer

Education or Other Legal Code: Penal Code 626.81

Board Policy/Administrative Regulation #: See AR 1240, See BP 1250
Subject: Dates and times permission granted; obtaining information from law enforcement

When to Notify: When hearing is requested by person asked to leave school premises

Education or Other Legal Code: Penal Code 627.5

Board Policy/Administrative Regulation #: See AR 3515.2

Subject: Notice of hearing

When/Whom to Notify: When ~~providing written decision in response to a~~ **responding to** complaint re: discrimination, special education, or noncompliance with ~~laws regulating educational program law~~

Education or Other Legal Code: 5 CCR 4631

Board Policy/Administrative Regulation #: See AR 1312.3

Subject: ~~Appeal~~ **Findings, disposition of complaint, any corrective actions, appeal rights and procedures**

When to Notify: When child participates in licensed child care and development program

Education or Other Legal Code: 5 CCR 18066

Board Policy/Administrative Regulation #: See AR 5148

Subject: Policies re: **excused and** unexcused absences

When to Notify: **Within 30 days of application for subsidized child care or preschool services**

Education or Other Legal Code: 5 CCR 18094, 18118

Board Policy/Administrative Regulation #: See AR 5148, See AR 5148.3

Subject: Policies re: Approval or denial of services

When to Notify: Upon recertification or update of application for child care or preschool services

Education or Other Legal Code: 5 CCR 18095, 18119

Board Policy/Administrative Regulation #: See AR 5148, See AR 5148.3

Subject: Policies re: Any change in service, such as in fees, amount of service, termination of service

When to Notify: Upon child's enrollment in child care program

Education or Other Legal Code: 5 CCR 18114

Board Policy/Administrative Regulation #: See AR 5148

Subject: Policies re: Policy on fee collection

When to Notify: When payment of child care fees is seven days late

Education or Other Legal Code: 5 CCR 18114

Board Policy/Administrative Regulation #: See AR 5148

Subject: Policies re: Notice of delinquent fees

When to Notify: When district substantively changes policy on student privacy rights

Education or Other Legal Code: 20 USC 1232h

Board Policy/Administrative Regulation #: See AR 5022
Subject: Notice of any substantive change in policy or regulation

When to Notify: For districts receiving Title I funds, when a child has been **assigned or** taught for four or more consecutive weeks by a teacher who ~~is~~ **does not** ~~"highly-qualified"~~ **meet state certification requirements for the grade level/subject taught**

Education or Other Legal Code: 20 USC ~~6311~~ **6312**

Board Policy/Administrative Regulation #: See AR 4112.24

Subject: Timely notice to parent/**guardian** of child's assignment

When to Notify: For districts receiving Title I funds, not later than 30 days after beginning of school year, to parents/guardians of English learners

Education or Other Legal Code: 20 USC 6312

Board Policy/Administrative Regulation #: See AR 6174

Subject: Reasons for placement, level of proficiency, instructional methods, how program meets child's strengths and teaches English, exit requirements, right to choose another program

When to Notify: For schools receiving Title I funds, upon development of parent involvement policy

Education or Other Legal Code: 20 USC ~~6318~~ **6316**

Board Policy/Administrative Regulation #: See AR ~~6174~~ **6020**

Subject: Notice of policy

When to Notify: household is selected for verification of eligibility for free or reduced-price meals

Education or Other Legal Code: 42 USC 1758; 7 CFR 245.6a

Board Policy/Administrative Regulation #: See AR 3553

Subject: Need to submit verification information; any subsequent change in benefits; appeals

When/Whom to Notify: When student is homeless or unaccompanied minor

Education or Other Legal Code: 42 USC 11432; Education Code 48852.5

Board Policy/Administrative Regulation #: See AR 6173

Subject: Educational and related opportunities; transportation services; placement decision and right to appeal

When to Notify: When student transfers out of state and records are disclosed without consent pursuant to 34 CFR 99.30

Education or Other Legal Code: 34 CFR 99.34

Board Policy/Administrative Regulation #: See AR 5125

Subject: Right to review records

When to Notify: When district receives federal funding assistance for nutrition program

Education or Other Legal Code: USDA FNS Instruction 113-1

Board Policy/Administrative Regulation #: See BP 3555

Subject: Rights and responsibilities, nondiscrimination policy, complaint procedures

IV. Special Education Notices

When to Notify: Prior to conducting initial evaluation

Education or Other Legal Code: Education Code 56301, **56321, 56321.5, 56321.6**, 56329; **20 USC 1415 (d)**; 34 CFR 300.502, 300.503

Board Policy/Administrative Regulation #: **See BP 6159.1, See AR 6159.1, See AR 6164.4**

Subject: Proposed evaluation plan, related parental rights, prior written notice, **procedural safeguards**

When/Whom to Notify: Before functional behavioral assessment begins

Education or Other Legal Code: **Education Code 56321**
~~5 CCR 3052~~

Board Policy/Administrative Regulation #: See AR 6159.4

Subject: Notification and consent

When to Notify: 24 hours before IEP when district intending to record

Education or Other Legal Code: Education Code 56341.1

Board Policy/Administrative Regulation #: See AR 6159

Subject: Intention to ~~tape~~ **audio**-record IEP meeting

When to Notify: Early enough to ensure opportunity for parent to attend IEP meeting

Education or Other Legal Code: Education Code 56341.5; 34 CFR 300.322

Board Policy/Administrative Regulation #: See AR 6159

Subject: Time, purpose, location, who ~~in attendance~~ **will attend**, participation of others with special knowledge, transition statements if appropriate

When to Notify: When parent/**guardian** orally requests review of IEP

Education or Other Legal Code: Education Code 56343.5

Board Policy/Administrative Regulation #: See AR 6159

Subject: Need for written request

When to Notify: Within one school day of emergency intervention or serious property damage

~~5 CCR 3052~~

Education or Other Legal Code: **Education Code 56521.1**

Board Policy/Administrative Regulation #: See AR 6159.4

Subject: Emergency intervention

~~When to Notify: Before modification of behavioral intervention plan~~

~~5 CCR 3052~~

~~Board Policy/Administrative Regulation #: See AR 6159.4~~

~~Subject: Need for modification, right to question modification~~

~~When to Notify: For student receiving exit exam waiver, prior to receipt of diploma~~

~~Education Code 60852.4~~

~~Board Policy/Administrative Regulation #: See AR 6162.52~~
~~Subject: Right to FAPE~~

When to Notify: Whenever there is a proposal or refusal to initiate or change the identification, evaluation or, placement, or FAPE, **including when parent/guardian revokes consent for services**

Education or Other Legal Code: 20 USC 1415(c); 34 CFR 300.300, 300.503

Board Policy/Administrative Regulation #: **See AR 6159**, See AR 6159.1

Subject: Prior written notice

When/Whom to Notify: Upon filing of state complaint

Education or Other Legal Code: 20 USC 1415(d), 34 CFR 300. 504

Board Policy/Administrative Regulation #: See AR 6159.1

Subject: Procedural safeguards notice

~~When to Notify: Registration of complaint~~

~~20 USC 1415(d) 34 CFR 300.504~~

~~Board Policy/Administrative Regulation #: See AR 6159.1~~

~~Subject: Procedural safeguards notice~~

When/Whom to Notify: Disciplinary action taken for dangerous behavior When disciplinary measures are taken or change in placement

Education or Other Legal Code: 20 USC 1415(k); 34 CFR 300.530

Board Policy/Administrative Regulation #: See AR 5144.2

Subject: Decision and procedural safeguards notice

When to Notify: Upon requesting a due process hearing

Education or Other Legal Code: 20 USC 1415(k); 34 CFR 300.508

Board Policy/Administrative Regulation #: See AR 6159.1

Subject: Child's name, address, school, description of problem, proposed resolution

When to Notify: Eligibility for services under Section 504

Education or Other Legal Code: 34 CFR 104.32, 104.36

Board Policy/Administrative Regulation #: See AR 6164.6

Subject: District responsibilities, district actions, procedural safeguards

V. Classroom Notices

When to Notify: In each classroom in each school

Education or Other Legal Code: Education Code 35186

Board Policy/Administrative Regulation #: See AR 1312.4, See E 1312.4

Subject: ~~Complaint rights~~ **Complaints** 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

~~When to Notify: When district identified for program improvement
20 USC 6316~~

~~Board Policy/Administrative Regulation #: See AR 0520.3~~

~~Subject: Explanation of status, reasons for identification, how parents can participate in upgrading district~~

~~When to Notify: When school identified for program improvement or corrective action
20 USC 6316~~

~~Board Policy/Administrative Regulation #: See AR 0520.2, See AR 5116.1~~

~~Subject: Explanation of identification, reasons, how problem will be addressed, how parents can become involved, transfer option, availability of supplemental services~~

~~When to Notify: For districts with schools that have been identified for program improvement or corrective action, annually~~

~~20 USC 6316~~

~~Board Policy/Administrative Regulation #: See AR 0520.2~~

~~Subject: Availability of supplemental educational services, identity of providers, description of services, qualifications, effectiveness of providers~~

~~When to Notify: When school identified for program improvement or corrective action, within 30 days of failure to make annual yearly progress~~

~~20 USC 6312~~

~~Board Policy/Administrative Regulation #: See AR 0520.2~~

~~Subject: Notice of failure to parents of ELL students~~

~~When to Notify: Within 15 days of referral for assessment, for special education programs
Education Code 56321~~

~~Board Policy/Administrative Regulation #: See AR 6164.4~~

~~Subject: Proposed assessment plan and related parental rights~~

~~When/Whom to Notify: Annually to each high school~~

~~Education Code 66204~~

~~Board Policy/Administrative Regulation #: BP 6143~~

~~Subject: Copy of list of courses offered Student that are certified by UC as meeting admission criteria~~

~~When to Notify: Beginning each school year in grades 9-12 and when high school students transfers into the district~~

~~Education Code 48980, 60850~~

~~Board Policy/Administrative Regulation #: See AR 6146.1, See 6162.52~~

~~Subject: 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~~

~~When to Notify: Beginning of each term for students who have not passed the exit examination by grade 12~~

~~Education Code 37254~~

~~Board Policy/Administrative Regulation #: See AR 6179~~

~~Subject: Availability of intensive instruction and services for two consecutive academic years and right to file complaint~~

~~When to Notify: Beginning of each school year~~

~~Education Code 48980, 52244~~

~~Board Policy/Administrative Regulation #: See AR 6141.5~~

~~Subject: Availability of state funds to cover costs of advanced placement exam fees~~

~~When to Notify: Beginning of each school year~~

~~Education or Other Legal Code 49063, 49091.14~~

~~Board Policy/Administrative Regulation #: See AR 5020, See AR 5125~~

~~Subject: Availability of course prospectus~~

~~When to Notify: When injurious object is taken from student~~

~~Education Code 49332~~

~~Board Policy/Administrative Regulation #: See AR 5131.7~~

~~Subject: Weapons and dangerous objects~~

When to Notify: Suspension or change of placement for more than 10 days

20 USC 1415(k) 34 CFR 300.530

Board Policy/Administrative Regulation #: See AR 5144.2

Subject: Decision and procedural safeguards notice

Exhibit TWIN RIVERS UNIFIED SCHOOL DISTRICT

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