#### PARENTAL NOTIFICATIONS

**Cautionary Notice:** 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.

| When to<br>Notify   | Education or<br>Other Legal<br>Code           | Board Policy/<br>Administrative<br>Regulation # | Subject  |
|---|---|---|--|
| I. Annually   |   |   |  |
| Beginning of each school<br>year  | Education Code<br>310                         | BP 6174<br>AR 6142.2                            | Information on the district's<br>language acquisition<br>programs  |
| Beginning of each school<br>year  | Education Code<br>17611.5, 17612,<br>48980.3  | AR 3514.2                                       | Use of pesticide product, active<br>ingredients, Internet address to<br>access information, and, if district<br>has no web site and uses certain<br>pesticides, integrated pest<br>management plan |
| By February 1   | Education Code 35256, 35258                   | BP 0510   | School Accountability<br>Report Card provided  |
| Beginning of each school year   | Education Code 35291, 48980                   | AR 5144<br>AR 5144.1                            | District and site discipline rules   |
| Beginning of each school year   | Education Code 46010.1                        | AR 5113   | Absence for confidential medical services  |
| Beginning of each school year<br>if district has adopted policy on<br>involuntary transfer of students<br>convicted of certain crimes when<br>victim is enrolled at same school | Education Code<br>48929, 48980                | BP 5116.2                                       | District policy authorizing transfer   |
| Beginning of each school<br>year  | Education Code                                | BP 6111<br>48980                                | Schedule of minimum days<br>and student-free staff<br>development days   |
| Beginning of each school<br>year  | Education Code<br>48980, 231.5;<br>5 CCR 4917 | AR 5145.7                                       | Copy of sexual harassment<br>policy as related to students   |
| Beginning of each school<br>year  | Education Code<br>48980, 32255-<br>32255.6    | AR 5145.8                                       | Right to refrain from harmful<br>or destructive use of animals   |

#### E 5145.6(b)

| When to<br>Notify   | Education or<br>Other Legal<br>Code   | Board Policy/<br>Administrative<br>Regulation # | Subject  |
|---|---|---|--|
| I. Annually (continued)   |   |   |  |
| Beginning of each school<br>year                                  | Education Code<br>48980, 35160.5,<br>46600-46611,<br>48204, 48301,<br>48350-48361 | BP 5111.1<br>AR 5116.1<br>AR 5117               | All statutory attendance options,<br>available local attendance options,<br>options for meeting residency,<br>form for changing attendance,<br>appeals process |
| Beginning of each school<br>year, if Board allows<br>such absence | Education Code<br>48980, 46014  | AR 5113   | Absence for religious exercises or purposes  |
| Beginning of each school<br>year                                  | Education Code<br>48980, 48205  | AR 5113<br>BP 6154                              | Excused absences; grade/credit<br>cannot be reduced due to<br>excused absence if work or test<br>has been completed; full text of<br>Education Code 48205      |
| Beginning of each school year                                     | Education Code<br>48980, 48206.3,<br>48207, 48208                                 | AR 6183   | Availability of home/hospital instruction for students with temporary disabilities   |
| Beginning of each school year                                     | Education Code 48980, 49403   | BP 5141.31                                      | School immunization program  |
| Beginning of each school year                                     | Education Code<br>48980, 49423,<br>49480  | AR 5141.21                                      | Administration of prescribed medication  |
| Beginning of each school year                                     | Education Code<br>48980, 49451;<br>20 USC 1232h                                   | AR 5141.3                                       | Right to refuse consent to physical examination  |
| Beginning of each school year                                     | Education Code<br>48980, 49471,<br>49472  | BP 5143   | Availability of insurance  |
| Beginning of each school year                                     | Education Code<br>49013; 5 CCR<br>4622  | AR 1312.3                                       | Uniform complaint procedures,<br>available appeals, civil law<br>remedies  |
| Beginning of each school year                                     | Education Code<br>49063   | AR 5125<br>AR 5125.3                            | Challenge, review, and expunging of records  |
| Beginning of each school year                                     | Education Code<br>49063, 49069;<br>20 USC 1232g;<br>34 CFR 99.7                   | AR 5125   | Student records: inspect and<br>review, access, types, location,<br>persons responsible, location<br>of log, access criteria, cost of                          |

E 5145.6(c)

| When to<br>Notify   | Education or<br>Other Legal<br>Code                              | Board Policy/<br>Administrative<br>Regulation # | Subject  |
|---|--|---|--|
| I. Annually (continued)   |  |   | copies, amendment requests,<br>criteria to determine legitimate<br>educational interest, course<br>prospectus availability   |
| Beginning of each school<br>year  | Education Code<br>49063, 49073;<br>20 USC 1232g;<br>34 CFR 99.37 | AR 5125.1                                       | Release of directory information   |
| Beginning of each school<br>year  | Education Code<br>49520, 48980;<br>42 USC 1758;<br>7 CFR 245.5   | AR 3553   | Free and reduced price meals   |
| Beginning of each school<br>year  | Education Code<br>51513; 20 USC<br>1232h                         | AR 5022<br>BP 6162.8                            | Notice of privacy policy and<br>dates of activities re: survey,<br>health examination, or<br>collection of personal<br>information for marketing;  |
|   | Education Code<br>51513; 20 USC<br>1232h                         | AR 5022<br>BP 6162.8                            | process to opt out of such<br>activities; inspection rights<br>and procedures  |
| Beginning of each school<br>year  | Education Code<br>56301  | BP 6164.4                                       | Parental rights re: special<br>education identification,<br>referral, assessment,<br>instructional planning,<br>implementation and review,<br>and procedures for initiating<br>a referral for assessment |
| Beginning of each school year   | Education Code 58501, 48980                                      | AR 6181   | Alternative schools  |
| Beginning of each school<br>year  | Health and Safety<br>Code 104855                                 | AR 5141.6                                       | Availability of dental fluoride<br>treatment; opportunity to<br>accept or deny treatment   |
| Annually  | 5 CCR 852;<br>Education Code<br>60615                            | AR 6162.51                                      | Student's participation in state<br>assessments; option to request<br>exemption from testing   |
| Beginning of each school<br>year, if district receives<br>Title I funds | 20 USC 6312;<br>34 CFR 200.61                                    | BP 4112.2<br>AR 4222                            | Right to request information<br>re: professional qualifications<br>of child's teacher and<br>paraprofessional  |

#### E 5145.6(d)

| When to<br>Notify  | Education or<br>Other Legal<br>Code | Board Policy/<br>Administrative<br>Regulation # | Subject  |
|--|-------------------------------------|---|--|
| I. Annually (continued)  |                                     |   |  |
| Beginning of each school year  | 34 CFR 104.8,<br>106.9              | BP 0410<br>BP 6178                              | Nondiscrimination  |
| Beginning of each school<br>year to parent, teacher, and<br>employee organizations or, in<br>their absence, individuals                                | 40 CFR 763.84,<br>763.93            | AR 3514   | Availability of asbestos<br>management plan; any<br>inspections, response actions<br>or post-response actions<br>planned or in progress                            |
| II. At Specific Times During the St  | udent's Academic Car                | eer   |  |
| Beginning in grade 7,<br>at least once prior to course<br>selection and career counseling  | Education Code 221.5, 48980         | BP 6164.2                                       | Course selection and career counseling   |
| Upon a student's enrollment  | Education Code<br>310               | BP 6174<br>AR 6142.2                            | Information on the district's<br>language acquisition<br>programs  |
| When child first enrolls in a public school, if school offers a fingerprinting program   | Education Code 32390, 48980         | AR 5142.1                                       | Fingerprinting program   |
| When participating in<br>driver training courses under<br>the jurisdiction of the district   | Education Code<br>35211             | None  | Civil liability, insurance coverage  |
| Upon registration in K-6, if<br>students have not previously<br>been transported   | Education Code<br>39831.5           | AR 3543   | School bus safety rules and<br>information, list of stops, rules<br>of conduct, red light crossing<br>instructions, bus danger zones,<br>walking to and from stops |
| Beginning of each school<br>year for high school students,<br>if high school is open campus  | Education Code<br>44808.5, 48980    | AR 5112.5                                       | Open campus  |
| Beginning of each school<br>year in grades 9-12, if district<br>allows career technical education<br>(CTE) course to satisfy<br>graduation requirement | Education Code<br>48980, 51225.3    | AR 6146.1                                       | How each graduation<br>requirement does or does not<br>satisfy college entrance a-g<br>course criteria; district CTE<br>courses that satisfy a-g criteria          |
| Upon a student's enrollment  | Education Code                      | AR 5125   | Specified rights related to  |

| When to<br>Notify   | Education or<br>Other Legal<br>Code         | Board Policy/<br>Administrative<br>Regulation # | Subject  |
|---|---|---|--|
| II. At Specific Times During the St   | tudent's Academic Car                       | eer (continued)                                 |  |
|   | 49063                                       | AR 5125.3                                       | student records  |
| When students enter grade 7   | Education Code<br>49452.7                   | AR 5141.3                                       | Specified information on type 2 diabetes   |
| When in kindergarten,<br>or first grade if not previously<br>enrolled in public school  | Education Code<br>49452.8                   | AR 5141.32                                      | Requirement for oral health<br>assessment, explanation of<br>law, importance of oral health,<br>agency contact, privacy rights   |
| Beginning of each school year<br>for students in grades 9-12  | Education Code<br>51229, 48980              | AR 6143   | College admission requirements<br>UC and CSU websites that list<br>Certified courses, description<br>of CTE, CDE Internet address,<br>How students meet with counselors  |
| Beginning of each school<br>year for students in grades<br>7-12, or at time of<br>enrollment if after beginning<br>of year  | Education Code<br>51938, 48980              | AR 6142.1                                       | Sexual health and HIV<br>prevention education, right to<br>view A/V materials, whether<br>taught by district staff or<br>outside consultants, right to<br>request specific Education<br>Code sections, right to excuse |
| Within 20 working days of<br>receiving results of standardized<br>achievement tests or, if results<br>not available in school year,<br>within 20 working days of start<br>of next school year | Education Code<br>60641; 5 CCR 863          | AR 6162.51                                      | Results of tests; test<br>purpose, individual score<br>and intended use  |
| By October 15 for students in grade 12  | Education Code 69432.9                      | AR 5121<br>AR 5125                              | Forwarding of student's grade<br>point average to Cal Grant<br>program; timeline to opt out  |
| When child is enrolled in kindergarten  | Health and Safety<br>Code 124100,<br>124105 | AR 5141.32                                      | Health screening examination   |
| To students in grades 11-12,<br>early enough to enable<br>registration for fall test  | 5 CCR 11523                                 | AR 6146.2                                       | Notice of proficiency<br>examination provided<br>under Education Code 48412  |
| To secondary students, if<br>district receives Title I funds  | 20 USC 7908                                 | AR 5125.1                                       | Request that district not release<br>name, address, phone number<br>of child to military recruiters<br>without prior written consent   |

#### E 5145.6(f)

| When to<br>Notify  | Education or<br>Other Legal<br>Code | Board Policy/<br>Administrative<br>Regulation # | Subject   |
|--|-------------------------------------|---|---|
| III. When Special Circumstances (  | Occur                               |   |   |
| In the event of a breach of<br>security of district records,<br>to affected persons  | Civil Code<br>1798.29               | BP 3580   | Types of records affected,<br>date of breach, description of<br>incident, contact information<br>for credit reporting agencies  |
| Upon receipt of a complaint alleging discrimination  | Education Code 262.3                | AR 1312.3                                       | Civil law remedies<br>available to complainants   |
| When determining whether an<br>English learner should be<br>reclassified as fluent English<br>proficient   | Education Code<br>313; 5 CCR 11303  | AR 6174   | Description of reclassification<br>process, opportunity for<br>parent/guardian to participate   |
| When student is identified<br>as English learner and district<br>receives Title I or Title III<br>funds for English learner<br>programs, not later than 30<br>days after beginning of school<br>year or within two weeks of<br>placement if identified during<br>school year | Education Code<br>440; 20 USC 6312  | AR 6174   | Reason for classification, level<br>of English proficiency,<br>description of program(s),<br>option to decline program or<br>choose alternate, option to<br>remove student from program<br>at any time, exit requirements<br>of program |
| When homeless or foster youth<br>applies for enrollment in<br>before/after school program  | Education Code<br>8483              | AR 5148.2                                       | Right to priority enrollment;<br>how to request priority<br>enrollment  |
| Before high school student<br>attends specialized<br>secondary program on a<br>university campus   | Education Code<br>17288             | None  | University campus buildings<br>may not meet Education Code<br>requirements for structural<br>safety   |
| At least 72 hours before<br>use of pesticide product<br>not included in annual list  | Education Code<br>17612             | AR 3514.2                                       | Intended use of pesticide product   |
| To members of athletic teams   | Education Code 32221.5              | AR 5143   | Offer of insurance; no-cost and low-cost program options  |
| If school has lost its WASC accreditation status   | Education Code 35178.4              | BP 6190   | Loss of status, potential consequences  |

### E 5145.6(g)

| When to<br>Notify  | Education or<br>Other Legal<br>Code     | Board Policy/<br>Administrative<br>Regulation # | Subject   |
|--|---|---|---|
| III. When Special Circumstances  | Occur (continued)                       |   |   |
| When district has contracted<br>for electronic products or<br>services that disseminate<br>advertising         | Education Code<br>35182.5               | BP 3312   | Advertising will be used in the classroom or learning center  |
| At least six months before implementing uniform policy   | Education Code<br>35183                 | AR 5132   | Dress code policy requiring schoolwide uniform  |
| Before implementing a year-round schedule  | Education Code 37616                    | BP 6117   | Public hearing on year-round schedule   |
| When interdistrict transfer<br>is requested and not approved<br>or denied within 30 days                       | Education Code<br>46601                 | AR 5117   | Appeal process  |
| Before early entry to kindergarten, if offered   | Education Code<br>48000                 | AR 5111   | Effects, advantages and disadvantages of early entry  |
| When student identified as being at risk of retention  | Education Code<br>48070.5               | AR 5123   | Student at risk of retention  |
| When student excluded due to<br>quarantine, contagious or<br>infectious disease, danger to<br>safety or health | Education Code<br>48213                 | AR 5112.2<br>BP 5141.33                         | Student has been excluded from school   |
| Before already admitted<br>student is excluded for lack<br>of immunization                                     | Education Code<br>48216; 17 CCR<br>6040 | AR 5141.31                                      | Need to submit evidence of<br>immunization or exemption<br>within 10 school days; referral<br>to medical care             |
| When a student is classified as truant   | Education Code<br>48260.5, 48262        | AR 5113.1                                       | Truancy, parental obligation,<br>availability of alternative<br>programs, student<br>consequences, need for<br>conference |
| When a truant is referred<br>to a SARB or probation<br>department  | Education Code<br>48263                 | AR 5113.1                                       | Name and address of SARB<br>or probation department and<br>reason for referral  |
| When a school is identified on<br>the state's Open Enrollment List   | Education Code<br>48354; 5 CCR<br>4702  | AR 5118   | Student's option to transfer<br>to another school   |

#### E 5145.6(h)

| When to<br>Notify   | Education or<br>Other Legal<br>Code    | Board Policy/<br>Administrative<br>Regulation # | Subject   |
|---|--|---|---|
| III. When Special Circumstances   | Occur (continued)                      |   |   |
| Within 60 days of receiving<br>application for transfer out of<br>open enrollment school                                | Education Code<br>48357; 5 CCR<br>4702 | AR 5118   | Whether student's transfer<br>application is accepted or<br>rejected; reasons for rejection   |
| When student requests to<br>voluntarily transfer to<br>continuation school  | Education Code 48432.3                 | AR 6184   | Copy of district policy and regulation on continuation education  |
| Prior to involuntary transfer<br>to continuation school   | Education Code<br>48432.5              | AR 6184   | Right to request meeting prior<br>to involuntary transfer to<br>continuation school   |
| To person holding educational<br>rights, prior to recommending<br>placement of foster youth<br>outside school of origin | Education Code<br>48853.5              | AR 6173.1                                       | Basis for the placement recommendation  |
| When student is removed from<br>class and teacher requires<br>parental attendance at school                             | Education Code<br>48900.1              | AR 5144.4                                       | Parental attendance required;<br>timeline for attendance  |
| Prior to withholding grades,<br>diplomas, or transcripts  | Education Code<br>48904                | AR 5125.2                                       | Damaged school property   |
| When withholding grades,<br>diplomas or transcripts<br>from transferring student  | Education Code<br>48904.3              | AR 5125.2                                       | Next school will continue<br>withholding grades, diplomas,<br>or transcripts  |
| When student is released to peace officer   | Education Code<br>48906                | BP 5145.11                                      | Release of student to peace<br>officer for the purpose of<br>removing minor from school,<br>unless taken into custody as<br>victim of suspected child abuse |
| At time of suspension   | Education Code<br>48911                | BP 5144.1<br>AR 5144.1                          | Notice of suspension  |
| When original period of suspension is extended  | Education Code<br>48911                | AR 5144.1                                       | Extension of suspension   |
| At the time a student is<br>assigned to a supervised<br>suspension classroom  | Education Code 48911.1                 | AR 5144.1                                       | The student's assignment to<br>a supervised suspension<br>classroom   |

#### E 5145.6(i)

| When to<br>Notify   | Education or<br>Other Legal<br>Code | Board Policy/<br>Administrative<br>Regulation # | Subject   |
|---|-------------------------------------|---|---|
| III. When Special Circumstances (   | <b>Dccur</b> (continued)            |   |   |
| Before holding a closed session re: suspension  | Education Code<br>48912             | AR 5144.1                                       | Intent to hold a closed session re: suspension  |
| When student expelled<br>from another district for<br>certain acts seeks admission                                | Education Code<br>48915.1,<br>48918 | BP 5119   | Hearing re: possible danger<br>presented by expelled<br>student   |
| When readmission is denied  | Education Code<br>48916             | AR 5144.1                                       | Reasons for denial;<br>determination of assigned<br>program   |
| When expulsion occurs   | Education Code<br>48916             | AR 5144.1                                       | Readmission procedures  |
| At least 10 calendar days before expulsion hearing  | Education Code<br>48918             | AR 5144.1                                       | Notice of expulsion hearing   |
| When expulsion or<br>suspension of expulsion<br>occurs  | Education Code<br>48918             | AR 5144.1                                       | Decision to expel; right to<br>appeal to county board;<br>obligation to inform new<br>district of status      |
| Before involuntary transfer of<br>student convicted of certain<br>crime when victim is enrolled<br>at same school | Education Code<br>48929, 48980      | BP 5116.2                                       | Right to request a meeting with principal or designee   |
| One month before the scheduled minimum day  | Education Code<br>48980             | BP 6111   | When minimum days are<br>scheduled after beginning<br>of the school year                                      |
| When parents/guardians<br>request guidelines for filing<br>complaint of child abuse<br>at a school site           | Education Code<br>48987             | AR 5141.4                                       | Guidelines for filing<br>complaint of child abuse<br>at a school site with local<br>child protective agencies |
| When student in danger of failing a course  | Education Code<br>49067             | AR 5121   | Student in danger<br>of failing a course  |
| When student transfers<br>from another district or<br>private school  | Education Code<br>49068             | AR 5125   | Right to receive copy of student's record and to challenge its content  |
| When parent/guardian's challenge of student record is   | Education Code<br>49070             | AR 5125.3                                       | If board sustains allegations,<br>the correction or destruction   |

### E 5145.6(j)

| When to<br>Notify   | Education or<br>Other Legal<br>Code     | Board Policy/<br>Administrative<br>Regulation # | Subject   |
|---|---|---|---|
| III. When Special Circumstances   | Occur (continued)                       |   |   |
| denied and parent/guardian appeals  |   |   | of record; if denied, right to submit written objection   |
| When district is considering<br>program to gather safety-related<br>information from students'<br>social media activity   | Education Code<br>49073.6               | BP 5125   | Opportunity for input on proposed program   |
| When district adopts program<br>to gather information from<br>students' social media activity,<br>and annually thereafter   | Education Code<br>49073.6               | AR 5125   | Information is being gathered,<br>access to records, process for<br>removal or corrections,<br>destruction of records   |
| Within 24 hours of<br>release of information<br>to a judge or probation<br>officer  | Education Code<br>49076                 | AR 5125   | Release of student record to a<br>judge or probation officer for<br>conducting truancy mediation<br>program or for presenting<br>evidence at a truancy petition |
| Before release of<br>information pursuant to<br>court order or subpoena   | Education Code<br>49077                 | AR 5125   | Release of information<br>pursuant to court order<br>or subpoena  |
| When screening results in suspicion that student has scoliosis  | Education Code<br>49452.5               | AR 5141.3                                       | Scoliosis screening   |
| When test results in<br>discovery of visual or<br>hearing defects   | Education Code<br>49456; 17 CCR<br>2951 | AR 5141.3                                       | Vision or hearing test results  |
| Annually to parents/guardians<br>of student athletes before their<br>first practice or competition  | Education Code<br>49475                 | AR 6145.2                                       | Information on concussions and head injuries  |
| To person holding educational<br>rights, within 30 days of foster<br>youth, homeless youth, or<br>former juvenile court school<br>student being transferred<br>between high schools | Education Code<br>51225.1               | BP 6146.1<br>AR 6173<br>AR 6173.1<br>AR 6173.3  | Exemption from local<br>graduation requirements, effect<br>on college admission, option<br>for fifth year of high school  |
| Before any test/survey questioning personal beliefs   | Education Code 51513                    | AR 5022   | Permission for test, survey questioning personal beliefs  |

#### E 5145.6(k)

| When to<br>Notify   | Education or<br>Other Legal<br>Code                     | Board Policy/<br>Administrative<br>Regulation # | Subject  |
|---|---|---|--|
| III. When Special Circumstances (   | <b>Dccur</b> (continued)                                |   |  |
| At least 14 days before HIV<br>prevention or sexual health<br>instruction, if arrangement<br>made for guest speaker after<br>beginning of school year | Education Code<br>51938                                 | AR 6142.1                                       | Instruction in HIV prevention<br>or sexual health by guest<br>speaker or outside consultant  |
| Prior to administering survey<br>regarding health risks and<br>behaviors to students in 7-12  | Education Code 51938                                    | AR 5022   | Notice that the survey will be administered  |
| Within 30 calendar days<br>of receipt of results of<br>assessment or reassessment<br>of English proficiency   | Education Code<br>52164.1,<br>52164.3;<br>5 CCR 11511.5 | AR 6174   | Results of state test of<br>English proficiency  |
| When migrant education program is established   | Education Code 54444.2                                  | BP 6175<br>AR 6175                              | Parent advisory council membership composition   |
| When child participates in<br>licensed child care and<br>development program  | Health and Safety<br>Code 1596.857                      | AR 5148   | Parent/guardian right to enter facility  |
| When district receives<br>Tobacco-Use Prevention<br>Education Funds   | Health and Safety<br>Code 104420                        | AR 3513.3                                       | The district's tobacco-free<br>schools policy and<br>enforcement procedures  |
| When sharing student<br>immunization information<br>with an immunization<br>system  | Health and Safety<br>Code 120440                        | AR 5125   | Types of information to be<br>shared, name and address of<br>agency, acceptable use of the<br>information, right to examine,<br>right to refuse to share |
| At least 14 days prior to<br>sex offender coming on<br>campus as volunteer  | Penal Code 626.81                                       | AR 1240<br>BP 1250                              | Dates and times permission<br>granted; obtaining information<br>from law enforcement   |
| When hearing is requested by person asked to leave premises   | Penal Code 627.5  | AR 3515.2                                       | Notice of hearing  |
| When responding to complaint<br>re: discrimination, special<br>education, or noncompliance<br>with law  | 5 CCR 4631  | AR 1312.3                                       | Findings, disposition of<br>complaint, any corrective<br>actions, appeal rights and<br>procedures  |

#### E 5145.6(l)

| When to<br>Notify   | Education or<br>Other Legal<br>Code | Board Policy/<br>Administrative<br>Regulation # | Subject  |
|---|-------------------------------------|---|--|
| III. When Special Circumstances   | Occur (continued)                   |   |  |
| When child participates in licensed child care and development program  | 5 CCR 18066                         | AR 5148   | Policies re: excused and unexcused absences  |
| Within 30 days of application<br>for subsidized child care or<br>preschool services   | 5 CCR 18094,<br>18118               | AR 5148<br>AR 5148.3                            | Approval or denial of services   |
| Upon recertification or update<br>of application for child care<br>or preschool services  | 5 CCR 18095,<br>18119               | AR 5148<br>AR 5148.3                            | Any change in service, such<br>as in fees, amount of service,<br>termination of service  |
| Upon child's enrollment in child care program   | 5 CCR 18114                         | AR 5148   | Policy on fee collection   |
| When payment of child care fees is seven days late  | 5 CCR 18114                         | AR 5148   | Notice of delinquent fees  |
| When district substantively<br>changes policy on student<br>privacy rights  | 20 USC 1232h                        | AR 5022   | Notice of any substantive change in policy or regulation   |
| For districts receiving Title I<br>funds, when child has been<br>assigned or taught for four or<br>more consecutive weeks by a<br>teacher who does not meet<br>state certification requirements<br>for the grade level/subject taught | 20 USC 6312                         | AR 4112.2                                       | Timely notice to parent/<br>guardian of child's assignment   |
| For districts receiving Title I<br>funds, not later than 30 days<br>after beginning of school year,<br>to parents/guardians of English<br>learners  | 20 USC 6312                         | AR 6174   | Reasons for placement, level<br>of proficiency, instructional<br>methods, how program meets<br>child's strengths and teaches<br>English, exit requirements,<br>right to choose other program |
| For schools receiving Title I<br>funds, upon development of<br>parent involvement policy  | 20 USC 6316                         | AR 6020   | Notice of policy   |
| When household is selected<br>for verification of eligibility<br>for free or reduced-price meals  | 42 USC 1758;<br>7 CFR 245.6a        | AR 3553   | Need to submit verification<br>information; any subsequent<br>change in benefits; appeals  |

| When to<br>Notify   | Education or<br>Other Legal<br>Code  | Board Policy/<br>Administrative<br>Regulation # | Subject  |  |
|---|--|---|--|--|
| III. When Special Circumstances Occur (continued)   |  |   |  |  |
| When student is homeless or<br>unaccompanied minor  | 42 USC 11432;<br>Education Code<br>48852.5   | AR 6173   | Educational and related<br>opportunities; transportation<br>services; placement decision<br>and right to appeal                            |  |
| When student transfers<br>out of state and records are<br>disclosed without consent<br>pursuant to 34 CFR 99.30 | 34 CFR 99.34   | AR 5125   | Right to review records  |  |
| When district receives<br>federal funding assistance<br>for nutrition program                                   | USDA FNS<br>Instruction 113-1  | BP 3555   | Rights and responsibilities,<br>nondiscrimination policy,<br>complaint procedures  |  |
| IV. Special Education Notices   |  |   |  |  |
| Prior to conducting initial<br>evaluation   | Education Code<br>56301, 56321,<br>56321.5, 56321.6,<br>56329; 20 USC<br>1415(d); 34 CFR<br>300.502, 300.503 | BP 6159.1<br>AR 6159.1<br>AR 6164.4             | Proposed evaluation plan,<br>related parental rights,<br>prior written notice,<br>procedural safeguards                                    |  |
| Before functional behavioral assessment begins  | Education Code 56321   | AR 6159.4                                       | Notification and consent   |  |
| 24 hours before IEP when district intending to record   | Education Code 56341.1   | AR 6159   | Intention to audio-record IEP meeting  |  |
| Early enough to ensure<br>opportunity for parent/<br>guardian to attend IEP meeting                             | Education Code<br>56341.5;<br>34 CFR 300.322   | AR 6159   | Time, purpose, location, who<br>will attend, participation of<br>others with special knowledge,<br>transition statements if<br>appropriate |  |
| When parent/guardian orally requests review of IEP  | Education Code 56343.5   | AR 6159   | Need for written request   |  |
| Within one school day of<br>emergency intervention or<br>serious property damage                                | Education Code 56521.1   | AR 6159.4                                       | Emergency intervention   |  |
| Whenever there is a proposal<br>or refusal to initiate or change<br>the identification, evaluation,             | 20 USC 1415(c);<br>34 CFR 300.300,<br>300.503  | AR 6159<br>AR 6159.1                            | Prior written notice   |  |

E 5145.6(n)

#### PARENTAL NOTIFICATIONS (continued)

| When to<br>Notify   | Education or<br>Other Legal<br>Code | Board Policy/<br>Administrative<br>Regulation # | Subject   |  |  |
|---|-------------------------------------|---|---|--|--|
| IV. Special Education Notices (continued)   |                                     |   |   |  |  |
| placement, or FAPE, including<br>when parent/guardian revokes<br>consent for services |                                     |   |   |  |  |
| Upon filing of state complaint  | 20 USC 1415(d);<br>34 CFR 300.504   | AR 6159.1                                       | Procedural safeguards notice  |  |  |
| When disciplinary measures<br>are taken or change in<br>placement                     | 20 USC 1415(k);<br>34 CFR 300.530   | AR 5144.2                                       | Decision and procedural safeguards notice   |  |  |
| Upon requesting a due process hearing   | 20 USC 1415(k);<br>34 CFR 300.508   | AR 6159.1                                       | Student's name, address,<br>school, description of problem,<br>proposed resolution  |  |  |
| Eligibility for services<br>under Section 504   | 34 CFR 104.32,<br>104.36            | AR 6164.6                                       | District responsibilities, district actions, procedural safeguards  |  |  |
| V. Classroom Notices  |                                     |   |   |  |  |
| In each classroom in each<br>school   | Education Code<br>35186             | AR 1312.4<br>E 1312.4                           | Complaints re: sufficiency of<br>instructional materials, teacher<br>vacancy or misassignment,<br>maintenance of facilities |  |  |

Exhibit PERR version: August 20, 2014 revised: November 18, 2015 revised: January 18, 2017 Revised: March 21, 2018 (Pending Board Approval)

PERRIS UNION HIGH SCHOOL DISTRICT Perris, California