

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 5000*

*Students*

*BP 5145.6(a)*

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## **Parental Notifications**

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

*(cf. 5020 - Parent Rights and Responsibilities)*

*(cf. 5022 - Student and Family Privacy Rights)*

*(cf. 6020 - Parent Involvement)*

Notice of the rights and responsibilities of parents/guardians as specified in Education Code 48980 shall be sent at the beginning of each academic year and may be provided by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used by the district for written communication with parents/guardians. (Education Code 48981)

No activity specified in Education Code 48980 shall be undertaken with respect to any particular student unless his/her parent/guardian has been informed of such action through the annual notification or other separate special notification. Such notice shall state the activity that will be undertaken and the approximate date on which the activity will occur. (Education Code 48983-48984)

The annual notification shall include a request that the parent/guardian sign the notice and return it to the school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. The parent/guardian's signature is an acknowledgment of receipt of the information but does not indicate that consent to participate in any particular program has been given or withheld. (Education Code 48982)

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

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

Whenever 15 percent or more of the students enrolled in a district school speak a single primary language other than English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices sent to the parent/guardian of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language. (Education Code 48981, 48985)

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

**Legal Reference:**

**EDUCATION CODE**

221.5 Prohibited sex discrimination  
231.5 Sexual harassment policy  
234.7 Student protections relating to immigration and citizenship status  
262.3 Appeals for discrimination complaints; information regarding availability of civil remedies  
310 Language acquisition programs  
313 Reclassification of English learners, parental consultation  
313.2 Long-term English learner, notification  
440 English language proficiency assessment; instruction in English language development  
8483 Before/after school program; enrollment priorities  
17288 Building standards for university campuses  
17611.5-17612 Notification of pesticide use  
32221.5 Insurance for athletic team members  
32255-32255.6 Right to refuse harmful or destructive use of animals  
32390 Fingerprint program; contracts; funding; consent of parent/guardian  
33479.3 The Eric Paredes Sudden Cardiac Arrest Prevention Act  
35160.5 Extracurricular and cocurricular activities  
35178.4 Notice of accreditation status  
35182.5 Advertising in the classroom  
35183 School dress codes; uniforms  
35186 Complaints concerning deficiencies in instructional materials and facilities  
35211 Driver training; district insurance, parent/guardian liability  
35256 School Accountability Report Card  
35258 School Accountability Report Card  
35291 Rules for student discipline  
37616 Consultation regarding year-round schedule  
39831.5 School bus rider rules and information  
44050 Employee codes of conduct, employee interactions with students  
44808.5 Permission to leave school grounds  
46010.1 Notice regarding excuse to obtain confidential medical services  
46014 Regulations regarding absences for religious purposes  
46600-46611 Interdistrict attendance agreements  
48000 Minimum age of admission  
48070.5 Promotion or retention of students  
48204 Residency requirements  
48205 Absence for personal reasons  
48206.3 Students with temporary disabilities; individual instruction; definitions  
48207-48208 Students with temporary disabilities in hospitals  
48213 Prior notice of exclusion from attendance  
48216 Immunization  
48260.5 Notice regarding truancy  
48262 Need for parent conference regarding truancy

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*48263 Referral to school attendance review board or probation department*  
*48301 Interdistrict transfers*  
*48350-48361 Open Enrollment Act*  
*48354 Option to transfer from school identified under Open Enrollment Act*  
*48357 Status of application for transfer from school identified under Open Enrollment Act*  
*48412 Certificate of proficiency*  
*48432.3 Voluntary enrollment in continuation education*  
*48432.5 Involuntary transfers of students*  
*48850-48859 Education of foster youth and homeless students*  
*48900.1 Parental attendance required after suspension*  
*48904 Liability of parent/guardian for willful student misconduct*  
*48904.3 Withholding grades, diplomas, or transcripts*  
*48906 Notification of release of student to peace officer*  
*48911 Notification in case of suspension*  
*48911.1 Assignment to supervised suspension classroom*  
*48912 Closed sessions; consideration of suspension*  
*48915.1 Expelled students; enrollment in another district*  
*48916 Readmission procedures*  
*48918 Rules governing expulsion procedures*  
*48929 Transfer of student convicted of violent felony or misdemeanor*  
*48980 Required notification at beginning of term*  
*48980.3 Notification of pesticide use*  
*48981 Time and means of notification*  
*48982 Parent signature acknowledging receipt of notice*  
*48983 Contents of notice*  
*48984 Activities prohibited unless notice given*  
*48985 Notices to parents in language other than English*  
*48987 Child abuse information*  
*49013 Use of uniform complaint procedures for complaints regarding student fees*  
*49063 Notification of parental rights*  
*49067 Student evaluation; student in danger of failing course*  
*49068 Transfer of permanent enrollment and scholarship record*  
*49069 Absolute right to access*  
*49070 Challenging content of student record*  
*49073 Release of directory information*  
*49073.6 Student records, social media*  
*49076 Access to student records*  
*49077 Access to information concerning a student in compliance with court order*  
*49403 Cooperation in control of communicable disease and immunization*  
*49423 Administration of prescribed medication for student*  
*49451 Physical examinations: parent's refusal to consent*  
*49452.5 Screening for scoliosis*  
*49452.7 Information on type 2 diabetes*  
*49452.8 Oral health assessment*  
*49456 Results of vision or hearing test*  
*49471-49472 Insurance*  
*49475 Student athletes; concussions and head injuries*  
*49480 Continuing medication regimen for nonepisodic conditions*

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49510-49520 Duffy-Moscone Family Nutrition Education and Services Act of 1970  
49557.5 Child Hunger Prevention and Fair Treatment Act of 2017; notice of negative balance in meal account  
51225.1 Exemption from district graduation requirements  
51225.2 Course credits; foster youth, homeless youth, former juvenile court school students and military-connected students  
51225.3 Graduation requirements; courses that satisfy college entrance criteria  
51229 Course of study for grades 7-12  
51513 Personal beliefs; privacy  
51938 HIV/AIDS and sexual health instruction  
52164 Language census  
52164.1 Census-taking methods; determination of primary language; assessment of language skills  
52164.3 Reassessment of English learners; notification of results  
54444.2 Migrant education programs; parent involvement  
56301 Child-find system; policies regarding written notification rights  
56321 Special education: proposed assessment plan  
56321.5-56321.6 Notice of parent rights pertaining to special education  
56329 Written notice of right to findings; independent assessment  
56341.1 Development of individualized education program; right to audio record meeting  
56341.5 Individualized education program team meetings  
56343.5 Individualized education program meetings  
56521.1 Behavioral intervention  
58501 Alternative schools; notice required prior to establishment  
60615 Exemption from state assessment  
60641 California Assessment of Student Performance and Progress  
69432.9 Submission of grade point average to Cal Grant program  
CIVIL CODE  
1798.29 District records, breach of security  
HEALTH AND SAFETY CODE  
1596.857 Right to enter child care facility  
104420 Tobacco use prevention  
104855 Availability of topical fluoride treatment  
116277 Lead testing of school drinking water  
120365-120375 Immunizations  
120440 Sharing immunization information  
124100-124105 Health screening and immunizations  
PENAL CODE  
626.81 Notice of permission granted to sex offender to volunteer on campus  
627.5 Hearing request following denial or revocation of registration  
CODE OF REGULATIONS, TITLE 5  
852 Exemptions from state assessments  
863 Reports of state assessment results  
3052 Behavioral intervention  
4622 Notification of uniform complaint procedures  
4631 Uniform complaint procedures; notification of decision and right to appeal  
4702 Student transfer from school identified under Open Enrollment Act  
4917 Notification of sexual harassment policy  
11303 Reclassification of English learners

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11511.5 English language proficiency assessment; test results

11523 Notice of proficiency examinations

18066 Child care policies regarding excused and unexcused absences

18094-18095 Notice of Action; child care services

18114 Notice of delinquent fees; child care services

18118-18119 Notice of Action; child care services

CODE OF REGULATIONS, TITLE 17

2951 Hearing tests

6040 Time period to obtain needed immunizations

UNITED STATES CODE, TITLE 20

1232g Family Educational and Privacy Rights Act

1232h Privacy rights

1415 Procedural safeguards

6311 State plan

6312 Local educational agency plans

6318 Parent and family engagement

7908 Armed forces recruiter access to students

UNITED STATES CODE, TITLE 42

1758 Child nutrition programs

11431-11435 McKinney-Vento Homeless Assistance Act

CODE OF FEDERAL REGULATIONS, TITLE 7

245.5 Eligibility criteria for free and reduced-price meals

245.6a Verification of eligibility for free and reduced-price meals

CODE OF FEDERAL REGULATIONS, TITLE 34

99.7 Student records, annual notification

99.30 Disclosure of personally identifiable information

99.34 Student records, disclosure to other educational agencies

99.37 Disclosure of directory information

104.32 District responsibility to provide free appropriate public education

104.36 Procedural safeguards

104.8 Nondiscrimination

106.9 Dissemination of policy, nondiscrimination on basis of sex

200.48 Teacher qualifications

300.300 Parent consent for special education evaluation

300.322 Parent participation in IEP team meetings

300.502 Independent educational evaluation of student with disability

300.503 Prior written notice regarding identification, evaluation, or placement of student with disability

300.504 Procedural safeguards notice for students with disabilities

300.508 Due process complaint

300.530 Discipline procedures

CODE OF FEDERAL REGULATIONS, TITLE 40

763.84 Asbestos inspections, response actions and post-response actions

763.93 Asbestos management plans

## **Management Resources:**

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Unpaid Meal Charges: Guidance and Q&A, SP 23-2017, March 2017

Civil Rights Compliance and Enforcement -- Nutrition Programs and Services, FNS Instruction 113-1, 2005

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## **WEB SITES**

*U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov>*

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