

# Santa Barbara Unified School District

## Board Policy

**Students**

**BP 5145.6**

### **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 they believe 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, their 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)

Whenever an employee learns that a student's parent/guardian is unable to understand the district's printed notifications for any reason, they 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         | <i>Prohibited sex discrimination</i>   |
| 231.5         | <i>Sexual harassment policy</i>  |
| 234.7         | <i>Student protections relating to immigration and citizenship status</i>                          |
| 262.3         | <i>Appeals for discrimination complaints; information regarding availability of civil remedies</i> |
| 310           | <i>Language acquisition programs</i>   |
| 313           | <i>Reclassification of English learners, parental consultation</i>                                 |
| 313.2         | <i>Long-term English learner, notification</i>   |
| 440           | <i>English language proficiency assessment; instruction in English language development</i>        |
| 8483          | <i>Before/after school program; enrollment priorities</i>  |
| 17288         | <i>Building standards for university campuses</i>  |
| 17611.5-17612 | <i>Notification of pesticide use</i>   |
| 32221.5       | <i>Insurance for athletic team members</i>   |
| 32255-32255.6 | <i>Right to refuse harmful or destructive use of animals</i>                                       |
| 32390         | <i>Fingerprint program; contracts; funding; consent of parent/guardian</i>                         |
| 33479.3       | <i>The Eric Paredes Sudden Cardiac Arrest Prevention Act</i>                                       |
| 35160.5       | <i>Extracurricular and cocurricular activities</i>   |
| 35178.4       | <i>Notice of accreditation status</i>  |
| 35182.5       | <i>Advertising in the classroom</i>  |
| 35183         | <i>School dress codes; uniforms</i>  |
| 35186         | <i>Complaints concerning deficiencies in instructional materials and facilities</i>                |
| 35211         | <i>Driver training; district insurance, parent/guardian liability</i>                              |
| 35256         | <i>School Accountability Report Card</i>   |
| 35258         | <i>School Accountability Report Card</i>   |
| 35291         | <i>Rules for student discipline</i>  |
| 37616         | <i>Consultation regarding year-round schedule</i>  |
| 39831.5       | <i>School bus rider rules and information</i>  |
| 44050         | <i>Employee codes of conduct, employee interactions with students</i>                              |
| 44808.5       | <i>Permission to leave school grounds</i>  |
| 46010.1       | <i>Notice regarding excuse to obtain confidential medical services</i>                             |
| 46014         | <i>Regulations regarding absences for religious purposes</i>                                       |
| 46600-46611   | <i>Interdistrict attendance agreements</i>   |
| 48000         | <i>Minimum age of admission</i>  |
| 48070.5       | <i>Promotion or retention of students</i>  |
| 48204         | <i>Residency requirements</i>  |
| 48205         | <i>Absence for personal reasons</i>  |
| 48206.3       | <i>Students with temporary disabilities; individual instruction; definitions</i>                   |
| 48207-48208   | <i>Students with temporary disabilities in hospitals</i>   |
| 48213         | <i>Prior notice of exclusion from attendance</i>   |
| 48216         | <i>Immunization</i>  |
| 48260.5       | <i>Notice regarding truancy</i>  |
| 48262         | <i>Need for parent conference regarding truancy</i>  |
| 48263         | <i>Referral to school attendance review board or probation department</i>                          |
| 48301         | <i>Interdistrict transfers</i>   |
| 48350-48361   | <i>Open Enrollment Act</i>   |
| 48354         | <i>Option to transfer from school identified under Open Enrollment Act</i>                         |
| 48357         | <i>Status of application for transfer from school identified under Open Enrollment Act</i>         |
| 48412         | <i>Certificate of proficiency</i>  |
| 48432.3       | <i>Voluntary enrollment in continuation education</i>  |
| 48432.5       | <i>Involuntary transfers of students</i>   |
| 48850-48859   | <i>Education of foster youth and homeless students</i>   |
| 48900.1       | <i>Parental attendance required after suspension</i>   |
| 48904         | <i>Liability of parent/guardian for willful student misconduct</i>                                 |

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| 48904.3         | <i>Withholding grades, diplomas, or transcripts</i>  |
| 48906           | <i>Notification of release of student to peace officer</i>   |
| 48911           | <i>Notification in case of suspension</i>  |
| 48911.1         | <i>Assignment to supervised suspension classroom</i>   |
| 48912           | <i>Closed sessions; consideration of suspension</i>  |
| 48915.1         | <i>Expelled students; enrollment in another district</i>   |
| 48916           | <i>Readmission procedures</i>  |
| 48918           | <i>Rules governing expulsion procedures</i>  |
| 48929           | <i>Transfer of student convicted of violent felony or misdemeanor</i>  |
| 48980           | <i>Required notification at beginning of term</i>  |
| 48980.3         | <i>Notification of pesticide use</i>   |
| 48981           | <i>Time and means of notification</i>  |
| 48982           | <i>Parent signature acknowledging receipt of notice</i>  |
| 48983           | <i>Contents of notice</i>  |
| 48984           | <i>Activities prohibited unless notice given</i>   |
| 48985           | <i>Notices to parents in language other than English</i>   |
| 48987           | <i>Child abuse information</i>   |
| 49013           | <i>Use of uniform complaint procedures for complaints regarding student fees</i>   |
| 49063           | <i>Notification of parental rights</i>   |
| 49067           | <i>Student evaluation; student in danger of failing course</i>   |
| 49068           | <i>Transfer of permanent enrollment and scholarship record</i>   |
| 49069           | <i>Absolute right to access</i>  |
| 49070           | <i>Challenging content of student record</i>   |
| 49073           | <i>Release of directory information</i>  |
| 49073.6         | <i>Student records, social media</i>   |
| 49076           | <i>Access to student records</i>   |
| 49077           | <i>Access to information concerning a student in compliance with court order</i>   |
| 49403           | <i>Cooperation in control of communicable disease and immunization</i>   |
| 49423           | <i>Administration of prescribed medication for student</i>   |
| 49451           | <i>Physical examinations: parent's refusal to consent</i>  |
| 49452.5         | <i>Screening for scoliosis</i>   |
| 49452.7         | <i>Information on type 2 diabetes</i>  |
| 49452.8         | <i>Oral health assessment</i>  |
| 49456           | <i>Results of vision or hearing test</i>   |
| 49471-49472     | <i>Insurance</i>   |
| 49475           | <i>Student athletes; concussions and head injuries</i>   |
| 49480           | <i>Continuing medication regimen for nonepisodic conditions</i>  |
| 49510-49520     | <i>Duffy-Moscone Family Nutrition Education and Services Act of 1970</i>   |
| 49557.5         | <i>Child Hunger Prevention and Fair Treatment Act of 2017; notice of negative balance in meal account</i>                  |
| 51225.1         | <i>Exemption from district graduation requirements</i>   |
| 51225.2         | <i>Course credits; foster youth, homeless youth, former juvenile court school students and military-connected students</i> |
| 51225.3         | <i>Graduation requirements; courses that satisfy college entrance criteria</i>   |
| 51229           | <i>Course of study for grades 7-12</i>   |
| 51513           | <i>Personal beliefs; privacy</i>   |
| 51938           | <i>HIV/AIDS and sexual health instruction</i>  |
| 52164           | <i>Language census</i>   |
| 52164.1         | <i>Census-taking methods; determination of primary language; assessment of language skills</i>                             |
| 52164.3         | <i>Reassessment of English learners; notification of results</i>   |
| 54444.2         | <i>Migrant education programs; parent involvement</i>  |
| 56301           | <i>Child-find system; policies regarding written notification rights</i>   |
| 56321           | <i>Special education: proposed assessment plan</i>   |
| 56321.5-56321.6 | <i>Notice of parent rights pertaining to special education</i>   |
| 56329           | <i>Written notice of right to findings; independent assessment</i>   |

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*  
 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*

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| 99.34  | <i>Student records, disclosure to other educational agencies</i>  |
| 99.37  | <i>Disclosure of directory information</i>  |
| 104.32                                       | <i>District responsibility to provide free appropriate public education</i>                               |
| 104.36                                       | <i>Procedural safeguards</i>  |
| 104.8  | <i>Nondiscrimination</i>  |
| 106.9  | <i>Dissemination of policy, nondiscrimination on basis of sex</i>   |
| 200.48                                       | <i>Teacher qualifications</i>   |
| 300.300                                      | <i>Parent consent for special education evaluation</i>  |
| 300.322                                      | <i>Parent participation in IEP team meetings</i>  |
| 300.502                                      | <i>Independent educational evaluation of student with disability</i>                                      |
| 300.503                                      | <i>Prior written notice regarding identification, evaluation, or placement of student with disability</i> |
| 300.504                                      | <i>Procedural safeguards notice for students with disabilities</i>  |
| 300.508                                      | <i>Due process complaint</i>  |
| 300.530                                      | <i>Discipline procedures</i>  |
| <u>CODE OF FEDERAL REGULATIONS, TITLE 40</u> |   |
| 763.84                                       | <i>Asbestos inspections, response actions and post-response actions</i>                                   |
| 763.93                                       | <i>Asbestos management plans</i>  |

*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*

WEB SITES

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

SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California

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