

Policy 5145.6: Parent/Guardian Notifications

Status: DRAFT

Original Adopted Date: 09/20/2001 | Last Revised Date: 01/18/2024 | Last Reviewed Date: 01/18/2024

The Governing Board desires to promote effective communication ~~from between~~ the ~~district and/or school and the home and to families~~ to keep ~~families~~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 all notifications required by law and any other notifications the Superintendent or designee believes will promote ~~familial~~ ~~parental~~ understanding and 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 the student's 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 ~~not required. Any 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, the student's 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.~~

When necessary, the district shall provide notifications to qualified individuals with disabilities in alternative formats, such as braille, large font, or audio recordings, to enable such individuals to effectively participate in any program, service, or activity, as required by law.

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, the employee shall inform the principal or designee, who shall work with the parent/guardian to establish other appropriate means of communication.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
17 CCR 2950-2951	Hearing tests
17 CCR 6000-6075	School attendance immunization requirements
22 CCR 101218.1	Child care licensing: parent/guardian rights
5 CCR 11303	Reclassification of English learners
5 CCR 11511.5	English language proficiency assessment; test results
5 CCR 11523	Notice of proficiency examinations

State

5 CCR 17782
5 CCR 17783
5 CCR 18066
5 CCR 18094-18095
5 CCR 18114
5 CCR 18118-18119
5 CCR 3052
5 CCR 4622
5 CCR 4631
5 CCR 4917
5 CCR 852
5 CCR 863
Civ. Code 1798.29
Ed. Code 17288
Ed. Code 17612
Ed. Code 221.5
Ed. Code 231.5
Ed. Code 234.1
Ed. Code 234.7
Ed. Code 262.3
Ed. Code 310
Ed. Code 313
Ed. Code 313.2
Ed. Code 32221.5
Ed. Code 32255-32255.6
Ed. Code 32390
Ed. Code 33479-33479.9
Ed. Code 35160.5
Ed. Code 35178.4
Ed. Code 35182.5
Ed. Code 35183
Ed. Code 35186
Ed. Code 35211
Ed. Code 35256
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Ed. Code 35291
Ed. Code 35292.6
Ed. Code 37616

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[School Accountability Report Card](#)
[School Accountability Report Card](#)
[Rules for student discipline](#)
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State

Ed. Code 39831.5
Ed. Code 41329
Ed. Code 440
Ed. Code 44050
Ed. Code 44808.5
Ed. Code 46010.1
Ed. Code 46014
Ed. Code 46015
Ed. Code 46160-46162
Ed. Code 46600-46611
Ed. Code 48000
Ed. Code 48070.5
Ed. Code 48204
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Ed. Code 48929

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[Regulations regarding absences for religious purposes](#)
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Ed. Code 48980
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Ed. Code 48981
Ed. Code 48982
Ed. Code 48983
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Ed. Code 48985.5
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Ed. Code 49013
Ed. Code 49063
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Ed. Code 49076
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Ed. Code 49392
Ed. Code 49403
Ed. Code 49423
Ed. Code 49451
Ed. Code 49452.5
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Ed. Code 49455.5
Ed. Code 49456
Ed. Code 49471-49472
Ed. Code 49475
Ed. Code 49476
Ed. Code 49480
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Ed. Code 51225.1
Ed. Code 51225.2

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Ed. Code 51225.3
Ed. Code 51225.31
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Ed. Code 51513
Ed. Code 51749.5
Ed. Code 51938
Ed. Code 52062
Ed. Code 52164
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Ed. Code 52242
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Ed. Code 56321.5-56321.6
Ed. Code 56329
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Ed. Code 56366.45
Ed. Code 56521.1
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Ed. Code 69432.9
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H&S Code 116277
H&S Code 120365-120375
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State

H&S Code 124100-124105

H&S Code 1596.8555

H&S Code 1596.857

H&S Code 1597.16

Pen. Code 626.81

Pen. Code 627.5

W&I Code 10228

Federal

20 USC 1232g

20 USC 1232h

20 USC 1415

20 USC 6311

20 USC 6312

20 USC 6318

20 USC 7704

20 USC 7908

34 CFR 104.32

34 CFR 104.36

34 CFR 104.8

34 CFR 106.9

34 CFR 200.48

34 CFR 222.94

34 CFR 300.300

34 CFR 300.322

34 CFR 300.502

34 CFR 300.503

34 CFR 300.504

34 CFR 300.508

34 CFR 300.530

34 CFR 99.30

34 CFR 99.34

34 CFR 99.37

34 CFR 99.7

40 CFR 763.84

40 CFR 763.93

42 USC 11431-11435

42 USC 1758

7 CFR 245.5

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Federal

7 CFR 245.6a

Description[Verification of eligibility for free and reduced-price meals](#)**Management Resources**

U.S. Department of Agriculture Publication

Website

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Description

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

[CSBA District and County Office of Education Legal Services](#)[U.S. Department of Agriculture, Food and Nutrition Service](#)**Cross References**

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