

WEAVER UNION SCHOOL DISTRICT

BOARD POLICY

BP 4112.9 / 4212.9 / 4312.9

Personnel – Employee Notifications

The Governing Board believes that providing clear communications to staff is essential to establishing a professional, positive work environment and enhancing their job performance. The Superintendent or designee shall provide district employees all notifications required by law and any other notifications the Superintendent or designee believes will promote staff knowledge of the district's policies, programs, activities, and operations.

When required by law, Board policy, or administrative regulation, district employees shall be asked to sign an acknowledgment indicating receipt of the notification. Such acknowledgments shall be retained in each employee's personnel file.

(cf. 3580 - District Records)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

Legal Reference:

Education Code

- 231.5 Sexual harassment policy*
- 17612 Notification of pesticide use*
- 22455.5 STRS information to potential members*
- 22461 Postretirement compensation limitation*
- 35031 Nonreelection of superintendent, assistant superintendent, or manager of classified services*
- 35171 Notice of regulations pertaining to certificated employee evaluations*
- 37616 Notice of public hearing on year-round schedule*
- 44031 Personnel file contents, inspection*
- 44663-44664 Evaluation of certificated employees*
- 44842 Reemployment notices, certificated employees*
- 44896 Transfer of administrator or supervisor to teaching position*
- 44916 Written statement of employment status*
- 44929.21 Reelection or nonreelection of probationary employee after second year*
- 44929.23 Reelection notice, districts with less than 250 ADA*
- 44934 Notice of disciplinary action for cause*
- 44934.1 Suspension or dismissal for egregious misconduct*
- 44936 Notice of suspension or dismissal*
- 44938 Notice of unprofessional conduct and opportunity to correct*
- 44940.5-44941 Notification of suspension and intent to dismiss*
- 44948.3 Dismissal of probationary employees*
- 44948.5 Nonreelection procedures, districts under 250 ADA*
- 44949 Cause, notice and right to hearing*
- 44951 Continuation in position unless notified, administrative or supervisory personnel*
- 44954 Nonreelection of temporary employees*
- 44955 Reduction in number of employees*
- 45113 Notification of charges, classified employees*
- 45117 Notice of layoff, classified employees*
- 45169 Employee salary data, classified employees*
- 45192 Industrial and accident leave*

45195 *Additional leave*
 46162 *Notice of public hearing on block schedule*
 49013 *Complaints regarding student fees*
 49079 *Notification to teacher; student who has engaged in acts re: grounds suspension or expulsion*
 49414 *Epinephrine auto-injectors*
 49414.3 *Administration of opioid antagonist*

Civil Code

1798.29 *District records, breach of security*

Government Code

1126 *Incompatible activities of employees*
 8355 *Certification of drug-free workplace, including notification*
 12950 *Sexual harassment*
 21029 *Retirement credit for period of military service*
 54957 *Complaints against employees; right to open session*
 54963 *Unauthorized disclosure of confidential information*

Healthy and Safety Code

1797.196 *Automated external defibrillators; notification of use and locations*
 104420 *Tobacco-free schools*
 120875 *Information on AIDS, AIDS-related conditions, and hepatitis B*
 120880 *Notification to employees re AIDS, AIDS-related conditions, and hepatitis B*

Labor Code

245-249 *Healthy Workplaces, Healthy Families Act of 2014*
 1034 *Lactation accommodation*
 2800.2 *Notification of availability of continuation health coverage*
 2810.7 *Notice to participate in flexible spending account*
 3550-3553 *Notifications re: workers' compensation benefits*
 5401 *Workers' compensation; claim form and notice of potential eligibility*

Penal Code

11105 *Access to criminal history information*
 11105.2 *Subsequent arrest notification*
 11165.7 *Child Abuse and Neglect Reporting Act; notification requirement*
 11166.5 *Employment; statement of knowledge of duty to report child abuse or neglect*

Unemployment Insurance Code

2613 *Disability insurance; notice of rights and benefits*

Code of Regulations, Title 2

11023 *Nondiscrimination in employment*
 11049 *Notice of right to request pregnancy disability leave or transfer*
 11091 *California Family Rights Act, designation notice*
 11096 *Notice of right to request family care leave*

Code of Regulations, Title 5

4622 *Uniform complaint procedures*
 80303 *Reports of change in employment status, alleged misconduct*

Code of Regulation, Title 8

3204 *Employees exposed to blood borne pathogens, access to exposure and medical records*
 5191 *Chemical hygiene plan*
 5194 *Hazard communication program*

Code of Regulations, Title 13

1234 *Reports regarding school buses and bus drivers*
 2480 *Vehicle idling, limitations*

United States Code, Title 38

4334 *Uniformed Services Employment and Reemployment Rights Act, notice requirement*

United States Code, Title 41

8101-8106 *Drug-Free Workplace Act*

Code of Federal Regulations, Title 29

825.300 *Family and Medical Leave Act; notice requirement*

Code of Federal Regulations, Title 34

84.205-84.210 Drug-free workplace statement

104.8 Nondiscrimination

106.9 Dissemination of policy, nondiscrimination on basis of sex

Code of Federal Regulations, Title 40

763.84 Asbestos inspections, response actions and post-response actions

763.93 Asbestos management plans

Code of Federal Regulations, Title 49

382.113 Controlled substance and alcohol use and testing notifications

382.303 Post-accident information, procedures, and instructions

382.601 Controlled substance and alcohol use and testing notifications