

Salinas Union High School District

EMPLOYEE NOTIFICATIONS

The District shall provide employees with the following notifications and shall obtain signed acknowledgments that the notifications were received when so required by law or by District policy or regulations.

Acknowledgments Required by Law

1. Legal obligation to report known or suspected instances of child abuse

(cf. [5141.4](#) - Child Abuse Reporting Procedures)

2. Oath or affirmation of allegiance required of public employees

(cf. [4112.3](#) - Oath or Affirmation)

3. Hepatitis B vaccine declination (on site classifications identified by the District)

(cf. [4119.42](#) - Exposure Control Plan for Bloodborne Pathogens)

4. The District's school bus driver drug and alcohol testing policy, regulations, and related information

(cf. [4112.42](#) - Drug and Alcohol Testing for School Bus Drivers)

5. Notice of release from position requiring an administrative or supervisory credential

(cf. [4313.2](#) - Promotion/Demotion/Reclassification)

6. The classified employee's class specification, salary data, assignment or work location, duty hours and prescribed workweek

(cf. [4212](#) - Appointment and Conditions of Employment)

7. Information about certificated employee membership in the State Teachers' Retirement System

(cf. [4117.1](#) - Retirement)

Acknowledgments Not Required by Law

1. The District's drug- and alcohol-free workplace

(cf. [4020](#) - Drug and Alcohol-Free Workplace)

Salinas Union High School District

EMPLOYEE NOTIFICATIONS

2. The District's nonsmoking policy

(cf. [3513.3](#) - Tobacco-Free Schools)

3. Prohibition of sexual harassment

(cf. [4119.11](#) - Sexual Harassment)

4. The certificated employee's employment status and salary

(cf. [4112.1](#) - Contracts)

5. State disability insurance rights and benefits

(cf. [4154](#) - Health and Welfare Benefits)

6. Certificated employee evaluations

(cf. [4115](#) - Evaluation/Supervision)

(cf. [4315](#) - Evaluation/Supervision)

7. Requirements and information pertinent to emergency teaching or specialist permit applicants

(cf. [4112.2](#) - Certification)

8. Notice of layoff

(cf. [4117.3](#) - Personnel Reduction)

(cf. [4217.3](#) - Layoff/Rehire)

(cf. [4317.3](#) - Personnel Reduction)

9. Derogatory information to be placed in personnel file

(cf. [4112.6](#)/4212.6/4312.6 - Personnel Files)

10. Exhaustion of classified employee's paid leave

(cf. [4261.1](#) - Personal Illness and Injury Leave)

(cf. [4261.11](#) - Industrial Accident/Illness Leave)

11. Notice of charges related to disciplinary action

(cf. [4218](#) - Dismissal/Suspension/Disciplinary Action)

Salinas Union High School District

All Personnel

Regulation #4012.9

EMPLOYEE NOTIFICATIONS

12. Notice of intention to dismiss

(cf. [4118](#) - Suspension/Disciplinary Action)

(cf. [4218](#) - Dismissal/Suspension/Disciplinary Action)

(cf. [4158](#) - Employee Security)

Legal Reference:

EDUCATION CODE

[231.5](#) Sexual harassment policy

[22455.5](#) STRS information to potential members

[22515](#) Irrevocable election to join STRS

[44031](#) Personnel file contents, inspection

[44663](#) Evaluation and assessment; copy to certificated employee

[44916](#) Written statement of employment status

[44940.5-44941](#) Notification of suspension and intent to dismiss

[44949](#) Cause, notice and right to hearing

[44951](#) Continuation in position unless notified

[44955](#) Reduction in number of employees

[45113](#) Notification of charges

[45117](#) Notice of layoff

[45169](#) Employee salary data

[45192](#) Industrial and accident leave

[45195](#) Additional leave

[49079](#) Notification to teacher

GOVERNMENT CODE

[3100-3109](#) Oath or affirmation of allegiance

[8355](#) Certification of drug-free workplace, including notification

PENAL CODE

[11166.5](#) Employment; statement of knowledge of duty to report

UNEMPLOYMENT INSURANCE CODE

2613 Notice of rights and benefits

CODE OF REGULATIONS, TITLE 5

[80026.1](#) Information to applicants

CODE OF REGULATIONS, TITLE 8

5193 California bloodborne pathogens standard

CODE OF FEDERAL REGULATIONS, TITLE 49

[382.601](#) Controlled substance and alcohol use and testing notifications