



**Reed Union School District
Annual Employee Notification Acknowledgement of Completion**

Following is the complete list of policies which employees must review annually. This list is being provided as part of the District's commitment to keeping all employees aware of the various legal obligations related to safety and employees' rights and responsibilities. Please review these policies, found under the Staff heading on the District website. Return the signed form to your school office no later than October 31, 2019. This form will be filed in your personnel file.

I. ALL EMPLOYEES

231.5 Sexual harassment policy
17612 Notification of pesticide use
37616 Notice of public hearing on year-round schedule
46162 Notice of public hearing on block schedule
49013 Complaints regarding student fees
49414 Epinephrine auto-injectors
1126 Incompatible activities of employees
3100-3109 Oath or affirmation of allegiance
8355 Certification of drug-free workplace, including notification
21029 Retirement credit for period of military service
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
2800.2 Notification of availability of continuation health coverage
3550-3553 Notifications re: workers' compensation benefits
11165.7 Child Abuse and Neglect Reporting Act; notification requirement
11166.5 Employment; statement of knowledge of duty to report child abuse or neglect
2613 Disability insurance; notice of rights and benefits
11023 Nondiscrimination in employment
763.84 Asbestos inspections, response actions and post-response actions
763.93 Asbestos management plans
12950 Sexual harassment
4622 Uniform complaint procedures
8101-8106 Drug-Free Workplace Act
104.8 Nondiscrimination
106.9 Dissemination of policy, nondiscrimination on basis of sex

II. CERTIFICATED EMPLOYEES

22455.5 STRS information to potential members
22461 Postretirement compensation limitation
35171 Notice of regulations pertaining to certificated employee evaluations
44663-44664 Evaluation of certificated employees
44842 Reemployment notices, certificated employees
44916 Written statement of employment status
44929.21 Reelection or non-reelection of probationary employee after second year
44934 Notice of disciplinary action for cause
44938 Notice of unprofessional conduct and opportunity to correct
44940.5-44941 Notification of suspension and intent to dismiss
44948.3-44948.5 Dismissal of probationary employees
44949 Cause, notice and right to hearing
44955 Reduction in number of employees
44954 Nonreelection of temporary employees
49079 Notification to teacher; student who has engaged in acts re: grounds suspension or expulsion

80303 Reports of change in employment status, alleged misconduct

III. CLASSIFIED EMPLOYEES

- 44940.5-44941 Notification of suspension and intent to dismiss
- 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

IV. ADMINISTRATIVE/SUPERVISORY PERSONNEL

- 35031 Nonreelection of superintendent, assistant superintendent, or manager of classified services
- 44896 Transfer of administrator or supervisor to teaching position
- 44951 Continuation in position unless notified, administrative or supervisory personnel

V. INDIVIDUAL EMPLOYEES UNDER SPECIAL CIRCUMSTANCES

- 44031 Personnel file contents, inspection
- 49414 Epinephrine auto-injectors
- 54957 Complaints against employees; right to open session
- 54963 Unauthorized disclosure of confidential information
- 3550-3553 Notifications re: workers' compensation benefits
- 11105-11105.2 Copy of DOJ Notification
- 3204 Employees exposed to bloodborne pathogens, access to exposure and medical records
- 5193 California bloodborne pathogens standard
- 5194 Hazard communication program
- 4334 Uniformed Services Employment and Reemployment Rights Act, notice requirement

My signature below acknowledges that I have reviewed the annual notifications policies, and that I understand my rights and responsibilities related to the topics.

School Year _____ Site _____ Date _____

Employee Name _____

Signature _____