



# Pacifica School District

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*Preparing Students for an Evolving World*

[www.pacificasd.org](http://www.pacificasd.org)

## MEMORANDUM

*Integrated Services and Human Resources*

Meeting of: August 24, 2016

**TO:** Wendy S. Tukloff, Ed.D., Superintendent  
For Board of Trustees

**FROM:** Ray Avila, Associate Superintendent

**SUBJECT:** Exhibit/BP 5145.6 – Parent Notifications  
First Reading

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### Background

Attached are the Exhibit and Board Policy for Parent Notifications. The Exhibit was brought to the Board on August 3, 2016 for First Reading, but was pulled so the existing BP could be revised to correspond with similar language and content. Staff has made the necessary revisions to both the Exhibit and BP to insure these two policies complement each other.

It is recommended that the Trustees recommend to use both Exhibit and BP 5145.6 with revisions.