

ANNUAL LEGAL NOTIFICATIONS

Annual Legal Notifications Required by Various Governmental Agencies. We are required by certain Federal and State laws to make the following notifications to parents on a yearly basis. Should you have any questions about the following, feel free to contact the Thorp School District office at 964-2107, or write to us at P.O. Box 150, Thorp, WA 98946.

1. The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

- (A) The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.

Parents or eligible students should submit to the school Superintendent a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- (B) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend a record should write the school Superintendent, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- (C) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The Thorp School District forwards educational records to such school officials upon request.

- (D) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA. The name and address of the office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

2. Release of Directory Information. Federal law permits a school district to identify certain information as "directory information" which may be publicly released without permission of the parents. This information is as follows: (1) name, address, telephone number; (2) date and place of birth; (3) major field of study; (4) participation in officially recognized activities and sports; (5) weight and height of athletes; (6) dates of attendance; (7) diplomas and awards received; (8) most recent previous school attended; (9) photographs and other similar information. ***If you do not want this information released, please contact the school's Administrative Assistant within ten (10) school days of receipt of this notice.*** If we do not hear from you by that date, we will assume you have no objection to releasing such information. We believe it is in the student's best interest to have such information released in school newsletters and community newspapers because of the recognition it gives the student. We make every reasonable effort to protect our students' privacy. For example, it is our policy not to release information to businesses for commercial purposes or to individuals without good reason. Therefore, most parents do not restrict the release of directory information.
3. Statement of Non-discrimination. Thorp School District complies with all federal rules and regulations and does not discriminate in any programs, activities, employment or opportunities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal, and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance and grievance procedures may be directed to the school district's Title IX Compliance Coordinator or the Section 504/ADA Coordinator for issues related to disabilities: Dr. Linda Martin, Thorp School District # 400, P.O. Box 150, Thorp, WA 98946, (509) 964-2107.
4. Annual Asbestos Notification. Asbestos is an issue we have been dealing with for many years. Thorp School District has had its facilities inspected by an accredited asbestos inspector as required by law. The inspector located, sampled, and rated the condition and hazard potential of all material in District facilities suspected of containing asbestos. An asbestos management plan has been developed and is on file for your inspection in the District office. The Thorp School District is complying with all federal and state regulations in this area. The District contact person regarding this subject is Dr. Linda Martin, Superintendent.
5. Annual Pesticide Notification.

In accordance with RCW 17.21.415 the Thorp School District is issuing this annual pesticide policy statement.

It is the desire of the District to maintain a healthy environment to those occupying its premises. In order to attain this goal, pests on the premises must be controlled. Pests are a population of living organisms (animals, plants, or micro-organisms) that interfere with the use of the school site for human purposes. Pests will need to be managed to: reduce any potential health hazard or to protect against significant threats to public safety, prevent loss or damage to school structures or property, prevent pests from spreading into community or to plant and animal populations beyond the site, and to enhance the quality of life for students, staff and others.

The District uses integrated pest management procedures. With this procedure, each pest problem is examined to determine just when to control pests and whether to use mechanical, physical, chemical, cultural, or biological means. The District goal is to prevent unacceptable levels of pest activity and damage in the most economical manner and with the least possible hazard to people, property, and the environment.

The choice of using a pesticide will be based on a review of all other available options and a determination that these options are not acceptable or are not feasible. Cost or staffing considerations alone will not be used as an adequate justification for the use of chemical control agents, and selected non-chemical pest management methods will be implemented whenever possible to provide the desired control. At times, no action at all may be the proper response.

When it is determined that a pesticide must be used to meet the management goals, the pesticide will be chosen to meet the needs of the District. The application of the pesticide is subject to the Federal Insecticide Fungicide and Rodenticide Act, RCW 17.21, RCW 74.15, RCW 28A320, EPA regulations in 40 Code of the Federal Regulations, OSHA regulations, Washington State Department of Health regulations, local regulations, and Thorp School District #400 regulations.

The following is a summary of the pests which may be found in the District and the District's response to them:

Annual Pesticide Notification (cont.)

Rodents and Animals (dogs, snakes and bats)

Experience has shown that small animal problems are basically limited to mice in buildings and gophers in the lawn. **Mice** will be prevented from entering buildings by keeping doors closed and maintaining sweeps on doors to ensure cracks are too small for passage. The primary control method of mice is trapping. Traps are located in the kitchen area of each building. Rodent baits which are inaccessible to children will be used to keep populations down immediately outside of the kitchen areas. **Gophers** will be controlled by leveling mounds, and if necessary, physically trapping the animal through the use of traps which are of no danger to students. Other animals such as **bats, snakes and dogs** will be physically captured and removed to an alternative environment for the safety of the students.

Insects

Insect problems are chiefly caused by bees, wasps and ants. **Ants** are found mainly around entryways and in rooms where crumbs of food are found. Teachers and students are urged to eat only in designated eating areas. Food should not be eaten in classrooms or hallways. Chemical control of ants will be done only at a time when the students will not be in the building for two consecutive days. Only chemicals such as Raid® and ant bait will be used for control. **Wasps** will be controlled by destroying any nests, keeping garbage removed frequently, and or covered, and keeping cracks into the building closed. If a chemical spray is used, it will be done when students are not around for at least two consecutive days. If wasps must be sprayed to prevent individuals from being stung, only a direct stream insecticide will be used to reduce the area of application. **Bee** populations will be kept to a minimum by keeping garbage areas covered, keeping the population of flowering clovers to a minimum through close mowing and sufficient fertilization, and only as a last resort spraying with a broadleaf herbicide at a time when students will not be in the area for two consecutive days.

Weeds

In addition to clover, broadleaf weeds such a dandelions and mustard may infest areas of the campus. These weeds will be controlled through mowing practices until such times as this becomes impractical. Weeds along fences will be controlled by a weed whip until such times as it becomes ineffective. They will then be sprayed with Roundup®. Again these applications will be done at a time when students will not be in the area for two consecutive days.

Pesticide Applications

Applications of pesticides will be done by certified and licensed contractors. District personnel will also apply sprays to ants and wasps and other insects.

Notification

When notification of application of pesticides is required, a notice will be posted at least 48 hours prior to the application. Interested persons may obtain a copy of the notification 48 hours prior to any pesticide application by sending a written request to the School District Administration Office. In addition to the pre-application notification, notices shall be posted at the time of application. The notices shall be printed in colors contrasting the background and shall remain in place for at least 24 hours from the time the application is completed. Notification will also be posted in the Administration Office.

Notification signs for applications made to school grounds by school employees shall be placed at the location of application and at each primary point of entry to the school grounds. The signs shall be a minimum of 4" by 5" and shall include the words: "THIS LANDSCAPE HAS BEEN RECENTLY SPRAYED OR TREATED WITH PESTICIDES BY YOUR SCHOOL" as the headline and "FOR MORE INFORMATION, PLEASE CALL" with a contact name and number listed.

If the application is done by a contractor, the contractor is responsible for posting the above information. Notification signs for application made to school facilities other than school grounds shall be posted at the location of the application. The sign will be a minimum of 8½" by 11" and shall include the heading "NOTICE: PESTICIDE APPLICATION" and shall state the following: Product name and pesticide applied, date and time of application, location to which the pesticide was applied, the pest to be controlled, and the name and phone number of a contact person at the school.

Records of all pesticide applications will be made available to interested persons.

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)-

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of –

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use –

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

The Thorp School District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Thorp School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Thorp School District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Thorp School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202