



**Las Virgenes
Schools**

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lvusd.org

NOTICE TO PARENTS, GUARDIANS, PUPILS, TEACHERS, AND OTHER STAKEHOLDERS

IMPORTANT INFORMATION ABOUT YOUR COMPLAINT RIGHTS WILLIAMS LEGISLATION

Pursuant to **California Education Code Section 35186**, you are hereby notified that:

1. There should be sufficient standards-aligned textbooks or instructional materials. That means each pupil, including English learners, must have a textbook or instructional materials, or both, to use in class and to take home.
2. School facilities must be clean, safe, and maintained in good repair. An adequate number of pupil restrooms should be open, clean, stocked, and fully functional.
3. There should be no teacher vacancies or misassignments. A teacher should be assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credentials to teach the class, including the certification required to teach English learners if present.
4. Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.
Misassignment means placing a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or placing a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.
5. A complaint form may be obtained at the school or district office or downloaded from the District's website: <https://www.lvusd.org/about-us/complaint-procedures>
You may also download a copy of the California Department of Education complaint form from the following website: <http://www.cde.ca.gov/re/cp/uc/>

Every kind of excellence, every kind of future.