



...to build a community of learners

Travis Unified School District

2751 DeRonde Drive, Fairfield, CA 94533-9710

(707) 437-4604 Fax (707) 437-3378

www.travisusd.k12.ca.us

Dr. Jacki L. Cottingim, Superintendent

August, 2002

Dear Parent(s)/Guardian(s) and Student,

Welcome to another new school year. I am eager to work with you and our educational community to provide the best possible educational program for your son or daughter.

Attached are your rights as parents as outlined in state and federal law. We are required to notify you annually of your rights and responsibilities as well as options available if you wish to exclude your child from certain designated activities that may be offered during the year. Please review these carefully so that you are aware of your rights. If you wish copies of the full text, please contact the school. The school district also has a number of policies that have been adopted by the school Board. These policies guide the operation of our schools. Many of them are directly related to your rights and your students' responsibilities. The major policies are listed on the attachment. Complete copies of all of the policies are at the school and the district office. Please don't hesitate to call us should you have questions.

Please carefully review all of these documents; complete and sign the signature page and emergency card; then **on the second day of school return both the signature page and the emergency card to the school.** A completed emergency card is essential for us to have on file. The health and safety of your child depends on having accurate and up-to-date information.

There is another place for you to obtain information about our district. Our website is a very valuable resource for parents, and it is updated regularly. Please take full advantage of logging on at **www.travisusd.k12.ca.us**. We have even developed a **Newcomer's Guide** that will give you a wealth of information on schools and community activities.

I wish you and your child a successful school year.

Sincerely,

Dr. Jacki L. Cottingim,
Superintendent

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Attachments