

**Community Relations - Exhibit - Letter Notifying Parents/Guardians of School Visitation Rights**

*On District letterhead*

Date

Dear Parents/Guardians:

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work to attend necessary educational or behavioral conferences at their child's school. Please review the following copy of this Act to determine if you are entitled to a school visitation leave.

Sincerely,

Superintendent

APPROVED:      September 21, 2011