

Community Relations

**ACCESS TO DISTRICT RECORDS**

Any person shall have reasonable access, during normal business hours, to the public records of the schools and district. Such records shall be examined in the presence of the staff member regularly responsible for their maintenance.

The district may charge for copies of public records or other materials requested by individuals or groups. The charge, based on actual costs of duplication, shall be determined by the Superintendent or designee.

Public access shall not be given to records listed as exempt from public disclosure in the California Public Records Act.

*(cf. 3553 – Free and Reduced Price Meals)*

*(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)*

*(cf. 5125 - Student Records; Confidentiality)*

*(cf. 6162.5 – Student Assessment)*

*(cf. 9011 - Disclosure of Confidential/Privileged Information)*

*(cf. 9321 - Closed Session Purposes and Agendas)*

Community Relations

**ACCESS TO DISTRICT RECORDS** (continued)

Legal Reference:

EDUCATION CODE

- 35145 Public meetings
- 35170 Authority to secure copyrights
- 35250 Duty to keep certain records and reports
- 42103 Publication of proposed budget; hearing
- 44031 Personnel file contents and inspections
- 44839 Medical certificates; periodic medical examination (re access to medical certificate in personnel file)
- 49060-49078 Pupil Records
- 49091.10 Parental review of curriculum and instruction
- 52850 Applicability of article (School-based Program Coordination Plan availability)

GOVERNMENT CODE

- 3547 Proposals relating to representation
- 6250-6270 California Public Records Act
- 6275-6276.48 Other exceptions from disclosure
- 6275-6276.49 53262 Employment contracts
- 54957.2 Minute book record of closed sessions
- 54957.5 Agenda and other writings distributed for discussion or consideration
- 81008 Public records; inspection and reproduction

CALIFORNIA CONSTITUTION

Article 1, Section 3 Right of access to governmental information

CODE OF REGULATIONS, TITLE 5

430-438 Individual pupil records

COURT DECISIONS

Fairley v. Superior Court, 66 Cal.App 4<sup>th</sup> 1414 (1998)

North County Parents Organization for Children with Special Needs v. Department of Education, 23 Cal.App 4<sup>th</sup> 144 (1994)

ATTORNEY GENERAL OPINIONS

71 Ops.Cal.Atty.Gen. 235 (1988)

64 Ops.Cal.Atty.Gen. 186 (1981)