

VENTURA COUNTY BOARD OF EDUCATION

BOARD POLICY NO. 1340

ADOPTED: 2/24/97

CLASSIFICATION: Community Relations

REVISED: 04/14/09

SUBJECT: Records

The approved budget, statistical compilations, reports, notices, bulletins, memoranda, minutes of meetings and official communications between governmental branches are public records, and access thereto during normal hours of business may be granted to any citizen. When access to records is granted, examination thereof will be made in the presence of the record custodian regularly responsible for maintenance of files.

Not included in the category of records to which the privilege of access is given are the following records of the Board and/or the Superintendent.

1. Personnel records
2. Pupil records
3. Personnel correspondence
4. Records concerning negotiations
5. Records concerning pending or threatened litigation

Legal Reference:

EDUCATION CODE

1040	Duties and responsibilities, County Boards of Education
1240	Duties, responsibilities and general powers, County Superintendent
44031	Personnel file contents and inspections
49060 - 49079	Pupil Records

GOVERNMENT CODE

6250 – 6270	California Public Records Act
53262	Employment Contracts

CODE OF REGULATIONS, TITLE 5

430 – 438	Individual pupil records
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