

VENTURA COUNTY BOARD OF EDUCATION

ADMINISTRATIVE REGULATION NO. 5125.2

ADOPTED: 02/24/97

CLASSIFICATION: Students

REPLACED: 08/28/23

SUBJECT: Withholding Grades, Diploma or Transcripts

When a minor student willfully cuts, defaces, or otherwise injures real or personal property of the Ventura County Office of Education (VCOE) or willfully does not return VCOE property that has been loaned to the student, the student's parents/guardians may be required to pay the costs of all damages within the limits established pursuant to Education Code 48904. Until the student's parents/guardians have paid for the damages or the student has completed voluntary work or other nonmonetary alternative offered by the VCOE in lieu of monetary damages, the County Superintendent or designee may withhold the student's grades, diploma, and/or transcripts.

This administrative regulation shall not apply to a student who is a current or former homeless or foster youth.

Before withholding a student's grades, diploma, and/or transcripts, the County Superintendent or designee shall inform the student's parents/guardians in writing of the student's alleged misconduct.

The student shall be afforded due process consistent with procedures established for the expulsion of students.

When a student who is transferring into the VCOE has had grades, a diploma, and/or transcripts withheld by the previous school district of enrollment, the County Superintendent or designee shall continue to withhold the student's grades, diploma, and/or transcripts until notified by the previous district that the decision to withhold has been rescinded.

Upon receiving notice that a student whose grades, diploma, and/or transcripts have been withheld by the VCOE has transferred to another county office of education or to a school district in California, the County Superintendent or designee shall provide the student's records to the new county office or district and notify the new county office or district that the student's grades, diploma, and/or transcripts are being withheld from the student and parents/guardians pursuant to Education Code 48904.

The County Superintendent or designee shall also notify the student's parents/guardians in writing that the decision to withhold the student's grades, diploma, and/or transcripts will be enforced by the new county office or district.

Legal Reference:

EDUCATION CODE

48904	Liability of parent/guardian for willful student misconduct
48904.3	Withholding grades, diplomas or transcripts causing property damage or injury; transfer to new school districts; notice to rescind decision to withhold
48911	Suspension by principal, designee or superintendent
49014	Public School Fair Debt Collection Act
49069	Absolute right to access