

ACCESS TO OFFICE OF EDUCATION RECORDS

Any person shall have reasonable access, during normal business hours, to the public records of the schools and programs operated by the Office of Education during normal business hours and within the requirements of the law. Such records shall be examined in the presence of the staff member regularly responsible for their maintenance.

The Office of Education may charge for copies of public records or other material 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 or other statutes.

*Legal Reference:*EDUCATION CODE*1040 Duties of Boards**1240 General duties**35145 Public meetings**35170 Authority to secure copyrights**35250 Duty to keep certain records and reports**41020 Requirement for annual audit**42103 Publication of proposed budget; hearing**44031 Personnel file contents and inspections**44839 Medical certificates; periodic medical examination**49060-49079 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 exemptions from disclosure**53262 Employment contracts**54957.2 Minute book record of closed sessions**54957.5 Agendas and other writings distributed for discussion or consideration**81008 Political Reform Act, public records; inspection and reproduction*CODE OF REGULATIONS, TITLE 5*430-438 Individual pupil records*CALIFORNIA CONSTITUTION*Article 1, Section 3 Right of access to governmental information*