

Personnel

Superintendent's Policy 4112.6.1

4212.6.1

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ALL PERSONNEL

Employment References

Without prior authorization, outside employment reference inquiries shall be responded to only by the Superintendent and shall, unless specifically authorized otherwise, be limited to the employee's actual dates of employment, classification, final position, title, job description and salary schedule placement. No other information regarding the employee's work and/or on-the-job performance shall be disclosed by any representative of the Office of Education unless authorized directly by the Superintendent.

The Superintendent shall periodically remind all personnel of this policy.

Legal Reference:

LABOR CODE

1050-1054 Reemployment privileges

CIVIL CODE

47 Privileged communication

CODE OF CIVIL PROCEDURE

527.3 Labor disputes

CODE OF REGULATIONS, TITLE 5

80332 Professional candor and honesty in letters or memoranda of employment recommendation

COURT DECISIONS

Randi W. v. Muroc Joint Unified School District et al., (1997) 14 Cal.4th 1066

Policy

Adopted: October 16, 1991

Revised: January 14, 2009

HUMBOLDT COUNTY OFFICE OF EDUCATION

Eureka, California