



# Huntington Beach Union High School District Board Policies and Administrative Regulations

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## Community Relations

### Access to District Records

The Governing Board recognizes the right of citizens to have access to public records of the district. The Board intends the district to provide any person reasonable access to the public records of the schools and district during normal business hours and within the requirements of state and federal law. 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 shall be based on actual costs of duplication, as determined by the Superintendent or designee and as specified in administrative regulation.

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

- 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 examinations
- 49060-49079 Pupil Records
- 49091.10 Parental review of curriculum and instruction
- 52850 Applicability of article (School-based Coordination of Plan availability)

#### Court Decisions

- Failley 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)

Policy Adopted: 9-12-06