

# MODESTO CITY SCHOOLS

## Board Policy

BP 4112.6/4212.6/4312.6

### ALL PERSONNEL

#### Personnel Files

The Governing Board recognizes the importance of establishing and maintaining accurate personnel files.

The Superintendent/designee shall ensure that personnel files are established and maintained for all District employees and ensure confidentiality in accordance with applicable provisions of law and collective bargaining agreements.

#### Legal References:

##### EDUCATION CODE

- 35253 Regulations to destroy records
- 44031 Personnel file contents and inspection
- 44663 Performance appraisals and related materials

##### GOVERNMENT CODE

- 6254.3 Disclosure of home address and phone number

##### PENAL CODE

- 11165.14 Report of investigation of child abuse complaint

##### CODE OF REGULATIONS, TITLE 5

- 16020-16022 Records-general provisions
- 16023-16027 Retention of records

##### ATTORNEY GENERAL OPINIONS

- Cal. Atty. Gen., Indexed Letter, no. IL 75-73 (June 6, 1975)

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ADOPTED: April 15, 2002