

**Community Relations**

**REPORTS, SURVEYS, REQUESTS FOR INFORMATION**

The Governing Board expects that all reports, surveys and studies mandated by legislative, judicial or administrative agencies which have authority over the schools will be honored fully, and that they will be completed properly and in good time.

Optional reports, surveys and requests for information from any individual or organization whatsoever will be completed only when the Superintendent or principal believes that the amount of time required by staff will be reasonable, that an appropriate educational purpose will be served, that the individual or organization making the request is reputable, that no invasion of privacy of staff or student records is possible, that improper use of the report, survey or information is highly unlikely, and that assurance is received that the district will receive a copy of any report, survey, or published use of the information provided, when requested.

*(cf. 5145.13 Research on Students)*

*Legal Reference:*

EDUCATION CODE

44031 Personnel file contents and inspection

49060-49078 Pupil records

ADMINISTRATIVE CODE, TITLE 5

435 et. Seq. Access to pupil records

GOVERNMENT CODE

6252-6260 Inspection of public records

Adopted: June, 1983  
Revised: 4/92;  
Reviewed: 11/15/94

**WEST SONOMA COUNTY UHSD**  
Sebastopol, California