

**Yolo County Office of Education
Superintendent's Policy
SP 4119.24/4219.24/4319.24
Personnel**

Maintaining Appropriate Adult-Student Interactions

The Yolo County Office of Education desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of students. The County Superintendent expects employees and all other adults with whom students may interact at school or in YCOE or school-related activities, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting, in accordance with this policy and Superintendent Policy 4319.21 - Professional Standards. Employees and other adults shall not engage in threatening, unsafe, unlawful, or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

Employees and other adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety. A copy of YCOE's personnel policies addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on the YCOE website. (Education Code 44050)

For purposes of this policy, employees include interns, volunteers, contractors, and other persons with an employment relationship with the County Superintendent.

Inappropriate Conduct

YCOE employees shall remain vigilant of their position of authority and not abuse it when relating with students.

The County Superintendent prohibits inappropriate conduct between employees and students. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. Initiating inappropriate physical contact
2. Attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature
3. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

4. Being alone with a student outside of the view of others
5. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent
6. Maintaining personal contact with a student during or outside the school day that has no legitimate educational purpose, by phone, letter, text message, social media internet platforms, electronic communications, or other means of communication, without including the student's parent/guardian

In accordance with Board Policy/Administrative Regulation 4040 - Employee Use of Technology, employees shall use district equipment or technological resources, when available, when communicating electronically with students. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent.

7. Creating or participating in social networking sites for communication with students, other than those created by YCOE, without the prior written approval of the principal or designee
8. Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business
9. Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students
10. Addressing a student in an overly familiar manner, such as by using a term of endearment
11. Socializing or spending time with students outside of school-sponsored events, except as participants in community activities
12. Sending or accompanying students on personal errands unrelated to any legitimate educational purpose
13. Transporting a student in a personal vehicle without prior authorization
14. Encouraging students to confide personal or family problems and/or relationships
15. Disclosing personal, family, or other private matters to students or sharing personal secrets with students
16. Engaging in any conduct that endangers or threatens to endanger students, including, but not limited to, physical violence or threats of violence
17. Engaging in harassing or discriminatory behavior towards students, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
18. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
19. Using profane, obscene, or abusive language against students

Violations of Policy

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the County Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the County Superintendent or designee. Further, any employee or other adult who has knowledge of or suspects child abuse or neglect, shall file a report pursuant to applicable law and the YCOE child abuse reporting procedures as described in Superintendent and Board Policy 5141.4-Child Abuse Prevention and Reporting.

Any reports of inappropriate conduct shall be promptly investigated pursuant to applicable complaint procedures or as otherwise mandated by law. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation. Any employee who is found to have engaged in inappropriate conduct in violation of law or Superintendent Policy shall be subject to disciplinary action and may be subject to a report to the Commission of Teacher Credentialing, as applicable. Any other adult who violates this policy may be banned from YCOE grounds or activities in accordance with law. Additionally, the County Superintendent or designee shall notify law enforcement, as appropriate.

An employee who has knowledge of but fails to report inappropriate conduct may also be subject to discipline.

The County Superintendent prohibits retaliation against anyone who files a complaint or reports inappropriate conduct. Any employee who retaliates against a person who reports a violation of this policy or participates in the complaint process shall be subject to discipline, up to and including dismissal.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80303	Reports of change in employment status, alleged misconduct
5 CCR 80304	Notice of sexual misconduct
Ed. Code 44030.5	Employment status reports
Ed. Code 44050	Employee code of conduct; employee interactions with students
Ed. Code 44242.5	Reports and review of alleged misconduct
Ed. Code 44940	Sex offenses and narcotic offenses; compulsory leave of absence

Ed. Code 48980

Parental notifications

Pen. Code 11164-11174.3

Child Abuse and Neglect Reporting Act

Cross References

Code

Description

1113	County Office of Education And School Websites
1312.1	Complaints Concerning County Office Employees
1312.3	Uniform Complaint Procedures
4040	Acceptable Use Of Technology
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4218	Dismissal/Suspension/Disciplinary Action
4219.21	Professional Standards
4317.7	Employment Status Reports
4319.21	Professional Standards
5145.7	Sexual Harassment

Adopted: August 25, 2026

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California