

PUBLIC RECORDS

The District believes in operating in an open, transparent manner and will make district records available for public inspection, provided the release of the record(s) does not conflict with state or federal law.

The Board hereby designates the Superintendent/CEO as the District's public records officer. The public records officer will be responsible for allowing inspection of records upon public request, and for maintaining confidentiality of those records not open to the public. The public records officer will also establish fees that may be charged for the retrieval and copying public records. No fee may be charged for the electronic transfer of any minutes of open meeting actions that were recorded in the last three years.

Failure to provide records may result in a civil or criminal penalty.

Legal References:

SDCL 1-27	<u>Public records and files</u>
USC Title 10 §503	<u>Enlistments: recruiting campaigns; compilation of directory information</u>
USC Title 20 §7908	<u>Access of student information by military recruiters</u>
POLICY GBL	<u>Personnel records</u>
POLICY JOA	<u>Student directory information</u>
POLICY KBA	<u>Public's right to know</u>

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