RECORDS MANAGEMENT

The Board of Education recognizes the importance of the retention and management of records. This system will ensure that the district is able to store, safeguard, and retrieve important records. The superintendent will maintain a records management system that is consistent with legal requirements.

LEGAL CITATION: References: MCL 399.5; MCL 750.491; General Schedule #1; General Schedule #2 (Educational Bulletin #522).

POLICY

Adopted: August 17, 1993
Amended: March 17, 2009