RELEASE OF PUBLIC RECORDS

The Board of Education recognizes its responsibility to maintain the public records of the district and to make such records available to residents of Michigan for inspection and reproduction.

The public records of this district include any writing or other means of recording or retaining meaningful content prepared, owned, used in the possession of, or retained by the district, its Board, officers, or employees, subject to certain exemptions according to the Michigan Freedom of Information Act (FOIA).

Any person may make an oral or written request for any public records of the district. The person may inspect, copy, or receive copies of the public record requested. The district shall respond to such requests within five (5) working days after receipt unless otherwise agreed to in accordance with the Freedom of Information Act. The superintendent shall develop administrative regulations that provide staff and the public notice of how to obtain public records from the district.

LEGAL CITATION: MCLA 15.234 et seq., MCLA 15.231 et seq.

POLICY

Adopted: April 19, 2005
Amended: July 21, 2015