

PUBLIC RECORDS POLICY

The School Board of the School District of Colby shall allow persons to have access to school district records in accordance with this policy and implementing procedures and in accordance with law.

The SUPERINTENDENT OF SCHOOLS and SCHOOL BOARD CLERK are designated as the legal custodian of records for any school district authority. The legal custodians shall safely keep and preserve records of the authority and shall have full legal power to render decisions and carry out duties related to those public records maintained by any school district authority. The legal custodians may deny access to records only in accordance with the law.

Public records may be inspected, copied and/or abstracted at any time during established district office hours. The legal custodian may establish fees in accordance with the law. A list of such fees shall be made available at the district office.

All records, including teacher's salaries, of the Board of Education shall be available to citizens for inspection at the administrator's office.

LEGAL REFERENCE: Wisconsin Stats. Chapter 19, Subchapter II & IV
 Section 120.13(28)

CROSS REFERENCE: Rule #823 – Duplication Expenses