

PUBLIC RECORDS POLICY

The School Board of the West De Pere School District shall allow persons to have access to school district records in accordance with the policy and implementing procedures, and in accordance with law. The Superintendent is designated as the legal custodian of records for any school district authority. The legal custodian shall have full legal power to render decisions and carry out duties related to those public records maintained by the school district. The legal custodian may deny access to records in accordance with the law.

If the release of a record requested is in question, the custodian is authorized and encouraged to consult with legal counsel in determining whether to deny access to a record in whole or in part.

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

A public records policy shall be prominently displayed and procedures shall be developed to implement this policy.

LEGAL REFERENCE: Subchapter II of Chapter 19 Wisconsin Statutes
Section 120.13(28)

CROSS REFERENCE: 8360.1 - NOTICE TO EMPLOYEES
8360.2 - NOTICE TO THE PUBLIC

ADOPTED: 12/15/82

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