

POST FALLS SCHOOL DISTRICT NO. 273

Series 200: Meetings of the Board

Policy No. 205.10

Policy Title: Minutes of Meetings

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Written minutes shall be prepared for all meetings of the Board. Minutes of the Board meetings shall not be official until approval of the written record by the Board at its next regular meeting.

The Clerk of the Board shall keep the record of proceedings, and they will be open for inspection during the regular office hours of the Clerk at the administrative office. All such written records of meetings shall be open for inspection by any person at all reasonable times. All minutes of the School Board meetings shall be preserved as a permanent record of the School Board business.

Legal References: Idaho Code 33-508

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