

Public Records and Access to School Procedures and Materials

Bon Homme School District believes in operating in an open, transparent manner and will make district records available for public inspection, provided the release of the record(s) does not conflict with State or Federal Law.

Ideas, operating procedures, records and publications developed in or for the school district shall be made available to outside nonprofit or profit organizations for use or distribution when such use or distribution will reflect favorably upon the school district and the community. No outside organizations shall be granted exclusive access to or control over the material made available to it.

Records containing privileged or confidential information about staff or pupils will be restricted to the extent permitted by Law in the interests of the person(s) involved.

The Board hereby designates the Superintendent as the district's Public Records Officer. The public records officer will be responsible for allowing inspection of records upon public request, and for maintaining confidentiality of those records not open to the public. The public records officer will also establish fees that may be charged for the retrieval and copying public records. No fee may be charged for the electronic transfer of any minutes of open meeting actions that were recorded in the last three years. Failure to provide records may result in a civil or criminal penalty.

Legal References: SDCL 1-27; 10 U.S.C. §503 as amended by the National Defense Authorization Act for Fiscal year 2002; (Public Law 107-107); 20 U.S.C. §7908 (§9528 of the ESEA) as amended by the No Child Left Behind Act of 2001; (Public Law 107-110)

Revised: October 9, 1995; July 12, 2010; November 10, 2014