



**RESOLUTION NO. 1386
PUBLIC DISCLOSURE INDEXING DECLARATION**

A resolution of the Board of Directors of South Kitsap School District No. 402, Kitsap County, Washington to declare public disclosure indexing as unduly burdensome as required by Chapter 42.56 RCW.

WHEREAS, RCW 42.56.070(3), requires all public agencies to maintain and make available for public inspection and copying a current index providing identifying information as to specified categories of records issued, adopted, or promulgated after January 1, 1973; and

WHEREAS, RCW 42.56.070(4) states that if maintaining such an index would be unduly burdensome, an agency must issue and publish a formal order specifying the reasons why and the extent to which compliance would be unduly burdensome or interfere with operations; and

WHEREAS, the RCW further provides that despite the formal order detailing the District's burden and interference with operations, the District must make available for public inspection and copying all indexes that are maintained for District use; and

WHEREAS, because the District continuously generates a tremendous volume and diversity of records, the District has determined that the creation and maintenance of the all-inclusive index described in RCW 42.56.070(3) would require at least two additional full time staff members who would be dedicated to its initial creation and ongoing maintenance to ensure its ongoing completeness and accuracy; and

WHEREAS, the Board of Directors has determined that anticipated District revenues will not allow for additional staff members for the sole purpose of creating and maintaining the all-inclusive index detailed in RCW 42.56.070(3); and

WHEREAS, using existing staff to perform this work would prohibit them from performing the essential functions of their positions creating substantial interference with District operations; and

WHEREAS, the development and maintenance of a District index would be extremely costly and provide little benefit to the public when compared to the expense of creating and maintaining a District wide index as confirmed by the subjects of historical records requests which give valuable insight into the interests of the public; and

WHEREAS, the District has an established Policy for assisting people who request public records and a practice of providing public records upon request in accordance with Chapter 42.56 RCW;

NOW, THEREFORE, BE IT RESOLVED that based on the findings set forth above and pursuant to RCW 42.56.070, the Board of Directors of the South Kitsap School District do hereby order and direct:

The South Kitsap School District is not required to maintain a current index of public records as specified by RCW 42.56.070(3) due to the above findings that the requirement is unduly burdensome, costly, would interfere with district operations, and have minimal public benefit; and

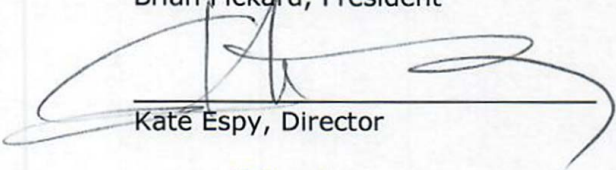
II. The South Kitsap School District will continue to make available for public inspection and or copying all public records and any indexes of public records maintained by the District pursuant to Chapter 42.56 RCW.

ADOPTED by the Board of Directors of South Kitsap School District No. 402 at an open public meeting held on July 30, 2025, notice of which was given as required by law, the following directors being present and voting therefore.

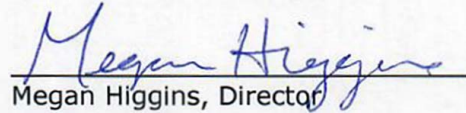


Brian Pickard, President

Jay Villars, Vice President



Kate Espy, Director



Megan Higgins, Director



Andy Brandon, Director

ATTEST:



Tim Winter
Superintendent/Secretary to the Board