Title: **Open Government Trainings**
Code: **1805**
Section: WSSDA Model Policies
Section: 1000 - Board of Directors

The board recognizes the value of meaningful, informed public participation in district deliberations and the need to conduct its affairs in a transparent manner. All board directors will participate in trainings regarding: 1) the Open Public Meetings Act; 2) the Public Records Act; and 3) Public Records Retention, within ninety (90) days of taking the oath of office following election or appointment. After the initial trainings, board directors will participate in refresher trainings on these subjects every four years that they hold office in order to remain current with new developments in open government law.

Board directors will document their completion of required trainings. The Superintendent or designee will file and maintain the documentation in the district.

Classification: **Critical**
Prior Revised Dates: **06.14**
Adopted: 2026.11
Brinnon School District #46

Legal References:

- ESSB 5964, Open Government Trainings Act
- RCW 28A.343.360, Oath of Office
- RCW 40, Public Documents, Records, and Publications
- RCW 40.14, Preservation and Destruction of Public Records
- RCW 42.30, Open Public Meetings Act
- RCW 42.56, Public Records Act
- RCW 42.56.580, Public Records Officers

Management Resources:

- 2014 - June Issue
- 2014 Open Government Training Act (Q&A)
- Attorney General's Model Rules

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