

Records of the proceedings of the board of trustees of this district will be maintained as permanent records, except that obsolete records may be destroyed by board action as provided by Idaho law. The records will be maintained in the office of the superintendent of schools and will be open to public inspection at reasonable office hours.

Written and electronic communications addressing district business from a patron to board members will be retained as a business record of the board to the same extent that similar non-electronic documentation is maintained.

The board records will be retained in a manner that is deemed to be an efficient use of district resources and that allows reasonable access to the information, as required by law.

Board members will not utilize electronic communication during board meetings unless that communication is also publicly communicated in open meeting. Any permanent format of that communication will be made a permanent part of the board minutes.



LEGAL REFERENCE:

Idaho Code Sections
33-506
9-337, *et seq.*

ADOPTED: August 20, 2008

AMENDED: