

Bylaws of the Board

Procedures for Information Request by Board Members

It is important for School Board members to be knowledgeable of the entire operation of the school district. Information will be provided to keep them apprised of district operations.

In order to provide the School Board with information that it requests in as thoroughly effective and efficient manner as possible, the following procedures will be followed:

1. Individual School Board members possess all the rights granted to them by applicable state laws and Board Policy 1340 and Bylaw 9310.
2. All Board members shall have access to the bills which are subject for approval at the next School Board meeting.
3. Individual Board members may request and obtain statistics and reports, etc., as are readily available. All such requests shall be submitted to the Superintendent ~~who will have the staff gather the information or material.~~
4. Board members or committees who request statistics and reports which require substantial investment of time by the administration to fulfill will prepare them in writing and submit them to the Superintendent, who will distribute copies to the Board. The requests will be reviewed at the next meeting, if possible, by the Board and Superintendent to clarify the request and determine in the context of other priorities if and when the administrative staff should respond to it. The requests, discussion of them, and action indicated will become part of the record of the Board through the meeting minutes for follow-up and subsequent references.
5. Responses to such requests will be included in a memo to all Board members from the Superintendent. Release of documents to individual Board members shall comply with applicable state laws and Board Policy 1340 and Bylaw 9310.
6. Board members requesting documents which would be closed to the general public shall be presented to the Board pursuant to Paragraph 4 above. The School Board will review each request and make a determination as to whether or not the documents will be released.

Bylaw Adopted: 12/15/81
Bylaw Revised: 4/22/08
KAG:ems

SCHOOL BOARD
D.C. Everest Area School District
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