

District Policy

Book:	District Policy
Section:	K - General Public Relations
Title:	Public Disclosure and Access to Records
Number:	KDB
Status:	Active
Legal:	O.C.G.A. 50-18-71, 50-18-72, 50-18-102 Open Records Act; Ga. L. 1972, p. 1267, 10; Ga. L. 1973, p. 691, 3; Ga. L. 1975, p. 675, 8
Adopted:	
Last Revised:	08/12/2005
Last Reviewed:	

Policy Detail

Except as otherwise provided by law, or court order, all records prepared and maintained or received in the course of the operation of the School System shall be open to the public. Pursuant to the Georgia Open Records Act, O.C.G.A. § 50-18-70 *et seq.*, a reasonable charge will be collected for search, retrieval, and other direct administrative costs for complying with a request to inspect or copy public records. There shall be no charge, however, for the first quarter hour. When copies are requested, a copying fee will also be charged and collected in accordance with O.C.G.A. § 50-18-71.

Public records shall be retained and stored as required by the Georgia Records Act, other state and federal laws, and applicable state and federal rules and regulations.

The Superintendent or designee shall develop a process whereby records subject to Georgia's Open Records Act are made available upon request in accordance with the Act.