

SCHOOL DISTRICT RECORDS

It is the policy of the Board of Education to inform members of the public about the administration and operation of the public schools in accordance with the Freedom of Information Law of the State of New York.

Records Access

The Superintendent of Schools shall develop regulations to ensure compliance with the Freedom of Information Law and governing the procedures to be followed to obtain access to school district records.

Retention and Destruction of Records

The Board of Education hereby adopts as policy the Records Retention and Disposition Schedules as promulgated by the NYS Commissioner of Education setting forth the minimum length of time school district records must be retained. The Superintendent of Schools shall designate, subject to Board approval, a Records Management Officer as required by law.

Ref: Public Officers Law, §§65-a; 65-b; 84 et seq.
Education Law, §§1708(3); 2116
Arts and Cultural Affairs Law, §57.11
Local Government Records Law, Article 57-A
8 NYCRR Part 185

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