

PUBLIC RECORDS

DATES (Adopted/Revised)	GUIDE WORDS
Adopted December, 1990 Revised September, 2004	Copying Records Personnel Records Exempt Records Public Records Inspecting Records Release Records

INTRODUCTION

All records maintained by School District No. 25 are open to the public for inspection and copying at all reasonable times, unless the information is specifically exempted from disclosure by Idaho law. Requests for public information will use the form provided.

DESIGNATED CUSTODIANS

The following persons are the designated custodians for School District 25:

- The Superintendent of Schools
- The Director of Business Operations
- The Director of Human Resources