

**OPEN RECORDS ACT**

It is the policy of the Board of Education to recognize and facilitate the public's right of access to and review of public records. The district is not required to release information contained in its education records except in conformity with the provisions of the Open Records Act, Title 51, Oklahoma Statutes, Section 24 A.1. and only to the extent that said act does not supersede federal law.

The superintendent shall be the district's custodian of public records and shall be responsible for the preservation and care of those public records. Additionally, the superintendent may establish reasonable rules of procedure by which public records may be inspected.

The following fees shall be charged for records reproduction and research:

Copies:		Research:
8 1/2" X 11" or		\$25.00 per hour
8 1/2" x 14"	\$.25 per copy	
11" x 17" ledger	\$.50 per copy	

except that no search fee will be charged to news media.

All confidential student records as defined by state and federal law shall remain confidential and accessible only to authorized personnel.

**REFERENCE: 51 O.S. §24 A.1, et seq.**