

# **CMTY2.1 - Public Information Program: Access to Public Information**

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## **c - Community**

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### **Access to Public Information**

Public records of the District shall be open for inspection by any individual in accordance with the law.

A public record is defined as any recorded information that is created, maintained, or kept by the District or is in the District's possession. These records include, but are not limited to, minutes of Governing Board meetings, agendas, financial records, contracts, and statistical summaries.

The Superintendent's office will be open during normal business hours, Monday through Friday, to receive and process requests for records inspection or copying.

Requests to access public records should be directed to the Superintendent's office.