

BOARD POLICY
School Board Records

Descriptor Term: BE
Date: XXXXXX XX, 2024

The Bibb County Board of Education ("Board") directs and authorizes the Superintendent to designate an individual to receive Open Record Requests for the inspection and copying of the Board's public records. This designation will be prominently displayed on the Bibb County School District ("District") website, and will also include the email and mailing address of the individual that will receive public records requests. The legal organ for Bibb County will be notified of the initial designation as well as any changes to the name of contact information for the individual receiving Open Records Requests on behalf of the District.

The Superintendent or his or her designee is further authorized to promulgate any regulations, procedures, or guidelines necessary to implement this policy and ensure compliance with Georgia's Open Records Act and applicable records retention laws and regulations.

For additional information on the public records in the District, please see Policy KL, Public Use of School Records.