



SCHOOL DISTRICT #49 (CENTRAL COAST) Policy Manual

POLICY 220: Access to Information

The Board acknowledges and accepts its responsibility to ensure that general information related to the operation of the School District is available to the community. In addition to information required by statute, such as financial information, trustee disclosures, board minutes and annual reports, efforts shall be made to disseminate information as widely as possible.

The Board also acknowledges and accepts its responsibility to protect the privacy of school district employees, students and local public body confidences. In fulfilling its responsibilities, the Board is guided by the *Freedom of Information and Protection of Privacy Act* regarding access to and protection of information.

The Secretary-Treasurer is appointed by the Board as the Information Officer for the school district and will apply the provisions of the Act in dealing with requests for specific information. These provisions may require written submission of requests and the payment of a fee as outlined in the legislation.