

**BOARD PROCEDURE**

**Descriptive Code: BCBH**

**NAME: BOARD MINUTES**

**Date: July 9, 2007**

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Requests to Inspect or Photocopy Board Minutes

Any citizen may have access to approved Board of Education meeting minutes by filing a written request with the Superintendent of Schools. The Superintendent of Schools will accommodate such records requests in accordance with the Georgia Open Records Law O.C.G.A. sec 50-18-70 et. seq.

Access may include inspection of the minutes at the Board Office and/or reproduction by way of photocopy. A charge of \$ .25 per page will be charged.

Requests for access to records will be maintained by the Superintendent's Office.

**ADOPTED: 7-8-03 (NEW)**

**REVISED: 7/8/03**

**Columbia County Board of Education**