

Freedom of Information Act (FOIA)

The West Virginia Freedom of Information Act, W.Va. Code 29-1-1 and WVBE Policy 1230, “provides that a public record includes any writing containing information related to the conduct of the public’s business, prepared, owned and retained by a public body.”

W.Va. Code 29B-1-3(5), provides that the State Board and or Department may establish fees reasonably calculated to reimburse it for its actual cost in making reproductions of such records.

Persons requesting to inspect or copy (a) public record(s) of the Hardy County Board of Education, under the Freedom of Information Act, must do so in writing addressed to the Superintendent of Hardy County Schools. The request must state with reasonable specificity the information sought.

The Hardy County Board of Education is not required to provide information pursuant to a FOIA request that is specifically exempted from disclosure under W. Va. Code 29B-1-4.

The Superintendent of Hardy County Schools or designee, will notify the person making a FOIA request of either: (a) the date, time and place where the requested information may be inspected; (b) the date, time and place where the requested information may be picked up if the requestor has asked that the superintendent provide copies of the information requested; or (c) the denial of the request (in writing) with the reasons for the denial.

The Superintendent of Hardy County Schools will provide reasonable facilities during regular business hours for making memoranda or abstracts from the public records. The Superintendent, if necessary to prevent undue interference with the regular discharge of the duties of the Hardy County Board of Education, may, provided they neither violate the spirit and intent of the Freedom of Information Act nor prevent the requestor from obtaining the information requested, impose restrictions on employee time and agency resources that are reasonably necessary in order to allow the Hardy County Board of Education to function normally.

Persons seeking (a) public record (s) under the Freedom of Information Act, W.Va. Code 29B-1-1 et seq, and who request that the information contained in the public record be reproduced in copy form will be accessed the follow fees:

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| 1) | Copying and Duplication Fee: | \$0.50 per page |
| 2) | Postage and/or Shipping Fee: | actual exact cost |

Source: Board of Education Minutes

Date: June 6, 2016 – August 7, 2023