

Section: **BOARD OF DIRECTORS**

Policy Title: **Open Government Trainings**

The board recognizes the value of meaningful, informed public participation in district deliberations and the need to conduct its affairs in a transparent manner. All board directors will participate in trainings regarding: 1) the Open Public Meetings Act; 2) the Public Records Act; and 3) Public Records Retention, within ninety (90) days of taking the oath of office following election or appointment. After the initial trainings, board directors will participate in refresher trainings on these subjects every four years that they hold office in order to remain current with new developments in open government law.

Board directors will document their completion of required trainings. The Superintendent or designee will file and maintain the documentation in the district.

Legal References:	RCW 28A.343.360	Oath of Office
	RCW 40	Public Documents, Records, and Publications
	RCW 40.14	Preservation and Destruction of Public Records
	RCW 42.30	Open Public Meetings Act
	RCW 42.56	Public Records Act
	RCW 42.56.580	Public Records Officer

Management Resources:

2014 - *Policy & Legal News* June Issue
Attorney General's Model Rules for compliance with the Public
Records Act
Attorney General's Open Government Trainings Act FAQs

Adopted: January 13, 2015