

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 801
OPERATIONS**

PUBLIC RECORDS

The Board recognizes the importance of public records as the record of the acts of this District and the repository of information about this District. Members of the public have the right, with certain exceptions, to inspect and copy the public records of this District. The public records of this District shall mean any record which has been required by law to be maintained as a public record.

The Board shall make the public records of this District available to the residents of this state for inspection and copying, with the exception of those records exempted from such inspection and copying by law.

Any resident of the state may inspect on site the public records of this District, except exempted records, during the regular business hours of the office in which such records are maintained, provided that advance notice of such intended inspection has been given the custodian of the record not less than one working day before the inspection.

Nothing in this policy shall be construed as preventing a Board member from inspecting in the performance of official duties any record of this District except pupil records.

Reference: NRS 239.005
Adopted: August 29, 1979
Reviewed: December 14, 2010