

## **231 SCHOOL BOARD MEMBER REQUESTS FOR INFORMATION**

### **1. Purpose**

Board members represent the public and are entitled to information regarding district performance that will assist them in governance. All board member requests for documents or information should be made directly to the superintendent or his/her designee.

### **2. GENERAL OF STATEMENT OF POLICY**

Documents subject to the Minnesota Government Data Practices Act will be provided as they are provided to all citizens under school board policy.

Should requests be for information that already exists or data that can be easily gathered and analyzed (provided the request is not for privileged management information, as outlined below), the superintendent will, in a timely manner, provide the information in its most accessible format, with copies to all board members.

Should the information not exist and be difficult to obtain, and should the superintendent determine that the value of the information to the district be insufficient to justify the time/cost of obtaining it, he or she shall bring the request to the board with an estimate of the time/cost of responding to it. By board action, the board will direct the superintendent to provide or not provide the requested information.

By this policy, the board wishes to distinguish between district performance information and privileged management information. Performance information is normally data based on numerical measures of results, district operations or practice patterns. Documents of other management information relating to individuals, personal performance contracts, meetings, events or any ongoing management process are privileged management information and not within the purview of the board.