

**Board Policy BDH: Suspension of Policies/Waivers**

**Status:** ADOPTED

**Original Adopted Date:** 12/18/2014 | **Last Revised Date:** 04/15/2021 | **Last Reviewed Date:** 04/15/2021

**Suspension of Policies/Waivers**

A Gilmer County Board of Education ("Board") Policy may be suspended, amended or rescinded at any board meeting by a majority vote of the Board members.

Any Board Policy, or applicable portions contained therein, which is aligned with provisions contained within State Board of Education Rules, will be considered waived at the same time that a waiver of the identified State Board Rule is implemented.

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**Board Policy BE: School Board Records**

**Status:** ADOPTED

**Original Adopted Date:** 06/10/2008 | **Last Revised Date:** 04/15/2021 | **Last Reviewed Date:** 04/15/2021

**School Board Records**

All official records of the Gilmer County Board of Education ("Board") shall be kept and safeguarded by the Superintendent who shall also be responsible for the safekeeping of all official papers, including titles, contracts, obligations and other documents which belong to the Board or pertain to its business.

The official minutes of the Board, its written policies, and its financial records shall be open for the inspection of any citizen desiring to examine them during hours when the office of the Superintendent is open. However, no records pertaining to individual students protected by the Family Educational Rights and Privacy Act shall be released for inspection by the public or any unauthorized persons, either by the Superintendent or other persons responsible for the custody of confidential files.

**Records Retention Program**

The school system shall establish and maintain a comprehensive records management program based on applicable legal, fiscal, administrative, and historical requirements, in accordance with the Georgia Records Act (O.C.G.A. 50-18-99). The program shall provide for the proper and effective management of records created or received by all departments and schools of the school system.

The Superintendent and/or a designated records management coordinator shall plan, coordinate, implement and manage such activities and procedures as may be necessary to comply with state and federal requirements regarding the retention, storage, retrieval, and destruction of records, including electronic documents and communications. Such procedures shall be followed on a consistent basis throughout the school system and shall provide for accurate and effective production of records and/or the prevention of routine destruction of records related to a legal claim that may be made against the school district.

**Records Access Process**

The Superintendent shall develop a process whereby records subject to Georgia's Open Records Act are made available upon written or oral request in accordance with the Act and at the time provided by the Act.

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**Board Policy ED: Student Transportation Management**

**Status:** ADOPTED

**Original Adopted Date:** 11/06/2000 | **Last Revised Date:** 04/15/2021 | **Last Reviewed Date:** 04/15/2021

**Student Transportation Management**

The Gilmer County Board of Education will provide transportation to eligible students enrolled in a Gilmer County School System school in accordance with Georgia law and State Board of Education rules.

It is recognized that bus transportation is an offered service that may be withdrawn under certain circumstances.

The Superintendent or designee shall establish and maintain procedures as needed to meet these requirements and implement this policy.

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