

Non-Instructional Operations

Series 700

Policy Title: Board of Director's Records

Code No. 708

Page 1 of 1

The Secretary of the Marshalltown Community School District Board of Directors shall cause to be kept and preserved according to 708-R1.

The Secretary of the Board may not be required to preserve Board of Director's records permanently, but is authorized, after digitizing them, to destroy by burning or shredding any records that have been in his/her custody for three years. A properly authenticated reproduction of any digitized record meets the same legal requirements as the original record.

Adopted: Fall, 1969

Legal Reference: (Code of Iowa)

Reviewed: November 3, 2014

April 15, 2019

Chapters 291.6-291.11; 304

Department of Education School

Officers Manual, 1982

Amended: April 11, 1988

February 15, 2010

Cross Reference: