

## 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:

ESSB 5964, Open Government Trainings Act  
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 Officers

### Management Resources:

2014 - June Issue  
2014 Open Government Training Act (Q&A)  
Attorney General's Model Rules

First Reading: 2/17/15

Adoption Date: 3/17/2015

Classification: **Essential**

Revised Dates: **06.14;**

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