

## **THE BOARD OF DIRECTORS**

### **Open Government Trainings**

The board recognizes the value of meaningful, informed public participation in district deliberations and the need to conduct its affairs in compliance with open government laws. All board members will participate in trainings regarding:

1. The Open Public Meetings Act;
2. The Public Records Act; and
3. The retention of public records.

Training will take place within ninety (90) days of taking the oath of office following election or appointment. After the initial trainings, board members will participate in refresher training on these subjects every four (4) years that they hold office in order to remain current with new developments in open government law. In addition to the required training, the superintendent will make available to directors, as well as to superintendent's cabinet members and the public records officer, training annually on the Acts.

The district will document board member completion of required training. The superintendent or designee will file and maintain the documentation in the district.

Board related communications will be channeled between administrative staff and directors through the superintendent's office, or through other staff as designated by the superintendent.

#### Legal References:

[RCW 40.14](#)

Preservation and Destruction of  
Public Records

[RCW 42.30](#)

Open Public Meetings Act

[RCW 42.56](#)

Public Records Act

[Chapter 66, 2014 Laws of Washington \(ESB 5964\)](#)

[Open Government Trainings Act](#)