

BOARD OF TRUSTEES MEETING AGENDAS AND OTHER PUBLIC DOCUMENTS

Effective February 9, 2016, Board of Trustees meeting agendas and other public documents are available for review online. Individuals are welcome to review copies of the Board of Trustees' agendas online through the District Web site.

A printed copy of the agenda Board Lines, which is a summary of pending topics, will be provided to District residents upon request.

The printed full agenda and supporting information will be provided per the fee listed below or may be downloaded from the District Web site three (3) days prior to the scheduled Board meeting.

The following prices are per copy:

Regular Agenda Packet (Picked Up)	\$2.00
Regular Agenda Packet (Mailed)	5.00
Regular Agenda and All Supplementary Information (Picked Up)	3.50
Regular Agenda and All Supplementary Information (Mailed)	7.00

NOTE: Records, reports, and transmittals related to Closed Session discussions by the Board of Trustees are not public documents, are confidential, and are not available for review.

Copies of other public documents may be requested from the custodian of records and will be provided for 10¢ per page if copies are available plus standard postal rates for mailing service. Individuals should contact the Superintendent's Office for assistance in requesting public records by obtaining the form for requesting public records.

Reference: Government Code Sections 6252, 6254, 54957.5
Board of Trustees Bylaws 9330; also see 9320, 9322, 9323

Regulation approved: April 29, 1982; October 16, 1992; September 9, 1993; November 2, 1998; September 6, 2005; January 12, 2010; September 17, 2012; February 1, 2016

Fullerton Joint Union High School District
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PUBLIC RECORDS ACT REQUEST FORM
(Student Records Excluded)

Name of Person or Organization Requesting Records:	Date:
Address:	Phone: ()
City and State:	Zip Code:

PLEASE NOTE: You will be notified within ten (10) working days whether or not your request can be honored.

Public Records Act Government Section Code 6250 et seq. – Public records include any writing containing information related to the conduct of the public business that is prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristic of the public business. Public records are open to inspection at all times during the office hours of the state or local agency. Every person has a right to inspect any public record and obtain a copy for a fee unless, pursuant to specific statutory standards, it may be kept confidential.

Public Records Act Government Section Code 6253 et seq. – Each agency, upon request for a copy of records, shall, within 10 days from receipt of the request, determine whether the request, in whole or in part, seeks copies of disclosable public records in the possession of the agency and shall promptly notify the person making the request of the determination and the reasons therefore.

	Document Requested (Title and /or Number)	Inspect	Copy
1			
2			
3			
4			

***** **DO NOT WRITE BELOW THIS LINE** *****

{ } We can honor your request; you will receive the information by: _____

{ } Enclosed are the records you requested.

{ } We are unable to provide the records you requested for the following reason(s).

{ } A search was made but no records were found.

{ } Your request did not include sufficient information for us to locate the data you requested.

{ } Other _____

Total number of copies: _____ Other: _____

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 Signature of school district official authorizing release

 Date