

PUBLIC'S RIGHT TO KNOW

P1109

The School Committee is a public servant, and its meetings and records will be a matter of public information except as such executive session meetings and records, which pertain to individual personnel and other classified matter as defined in Westford Public Schools Policy P7404.

The School Committee supports the right of the people of Westford to know about the programs and services of their schools and will make every effort to disseminate information. All requests for information will be acted on fairly, completely, and expeditiously.

The official minutes of the School Committee meetings, its written policies and regulations, and its financial records will be open for inspection by any citizen desiring to examine them. The Superintendent or other persons responsible for the custody of confidential files will not release for inspection by the public or any unauthorized persons, any records pertaining to individual students or staff. The exception to this will be information about an individual employee or student that has been authorized in writing for release by the employee, student, or student's parent/legal guardian or by court order.

Each Principal is authorized to use all means available to keep parents/legal guardians and others in the particular school's community informed about the school's program and activities.

Westford Public Schools Policy References:
P7404 – Executive Sessions

Policy Adopted: April 9, 2001
Policy Reviewed:
Policy Revised:

WESTFORD PUBLIC SCHOOLS
Westford, Massachusetts 01886