

POLICY TITLE: <b>Records and Reports</b>		
ADOPTION/EFFECTIVE DATE:	MOST RECENTLY AMENDED: 1/25/2005	MOST RECENTLY REAFFIRMED: 11/22/2004
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: <b>School System Governance</b>		

The Board of Education shall require the Superintendent to comply with all requirements for records and reports as specified in the Education Article and in the bylaws, rules, and regulations of the State Board of Education, and State Superintendent.

The Board of Education shall direct the Superintendent to forward to the State Superintendent, within five days of the passage thereof, a copy of any rule, regulation, resolution, bylaw, or other order passed by the Board of Education, as well as a copy of the minutes of any meeting at which any such action is taken.

**Board Approval Acknowledged By:**

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Patricia L. Skebeck, Secretary and Treasurer  
Board of Education of Harford County

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Reaffirmed	2/11/1980	Amended	1/25/2005		
Reaffirmed	2/12/1996				
Reaffirmed	9/9/2002				
Reaffirmed	11/22/2004				

Responsibility for Policy Maintenance & References		
LAST EDITOR/DRAFTER NAME: <b>Unknown</b>	JOB POSITION OF LAST EDITOR/DRAFTER: <b>Unknown</b>	
PERSON RESPONSIBLE: <b>Patrick Spicer</b>	JOB POSITION OF PERSON RESPONSIBLE: <b>General Counsel</b>	
DESIGNEE NAME: <b>N/A</b>	JOB POSITION OF DESIGNEE: <b>N/A</b>	
REFERENCE 1 TYPE:	REFERENCE 1 NO.	REFERENCE 1 DESCRIPTION:
REFERENCE 2 TYPE:	REFERENCE 2 NO.	REFERENCE 2 DESCRIPTION:
REFERENCE 3 TYPE:	REFERENCE 3 NO.	REFERENCE 3 DESCRIPTION:
REFERENCE 4 TYPE:	REFERENCE 4 NO.	REFERENCE 4 DESCRIPTION:
REFERENCE 5 TYPE:	REFERENCE 5 NO.	REFERENCE 5 DESCRIPTION:
POLICY NUMBER PRIOR TO NOVEMBER 1, 2005: School System Governance .01.17		