

POLICY

Harford County Public Schools

POLICY TITLE: Public Information Act Requests		
ADOPTION/EFFECTIVE DATE: 11/13/2006	MOST RECENTLY AMENDED: <u>06/XX/2024</u>	MOST RECENTLY REAFFIRMED: 12/13/2010
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: District Management		

I. Purpose

The Maryland Public Information Act (“MPIA”) gives citizens the right to access public records without unnecessary cost or delay while protecting the school system’s legitimate interests and the privacy rights of its employees. Harford County Public Schools (“HCPS”) is committed to transparency in its operations and providing existing records to the public in a timely manner. The purpose of this policy is to affirm HCPS’ and the Board of Education of Harford County’s (the “Board”) commitment to compliance with MPIA, which is found in Title 4 (§§ 4-101 through 4-601) of the General Provisions Article of the Annotated Code of Maryland.

II. Policy Statement

To ensure compliance with MPIA and consistency in disseminating public information, HCPS and the Board are committed to following the regulations set forth in Title 4 of the General Provisions Article of the Annotated Code of Maryland, the *Maryland Public Information Act Manual* published by the Office of the Attorney General of Maryland, and the Board’s Procedure titled *Submitting, Processing, and Responding to Maryland Public Information Act (“MPIA”) Requests*.

A summary of the school system’s obligations to respond to MPIA requests, details on the steps required to submit MPIA requests, and an outline of the procedures for HCPS’ processing of and response to MPIA requests in a timely manner is found in its accompanying Procedure titled *Submitting, Processing, and Responding to Maryland Public Information Act (“MPIA”) Requests* and available at [include website].

III. Board Approval Acknowledged By:

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- Deleted: establish regulations regarding responses to requests made to the Board pursuant to the Maryland Public Information Act (MPIA)
- Deleted: Section 10-611, *et seq.* of the State Government
- Deleted: Annotated Code
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- Deleted: A The Board affirms its commitment to compliance with the Maryland Public Information Act (MPIA) Section 10-611, *et seq.* of the State Government Article of the Maryland Annotated Code. Pursuant to the MPIA, the Board sets forth the following provisions for implementation of the MPIA.¶
¶ Document designation¶
¶ The following documents are designated as general information documents.¶
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Harford County Public Schools

Sean W. Bulson, Ed.D.
Superintendent of Schools

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Deleted: Robert M. Tomback, Ph.D., Secretary and Treasurer
Board of Education of Harford County

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Policy Action Dates		
ACTION DATE	ACTION DATE	ACTION DATE
Adopted 11/13/2006		
Reaffirmed 12/13/2010		
Amended 06/XX/2024		

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Responsibility for Policy Maintenance & References		
LAST EDITOR/DRAFTER NAME: <u>Lauren Driver</u>	JOB POSITION OF LAST EDITOR/DRAFTER: <u>Deputy</u> General Counsel	
PERSON RESPONSIBLE:	JOB POSITION OF PERSON RESPONSIBLE:	
DESIGNEE NAME:	JOB POSITION OF DESIGNEE:	
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:		

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