

1. Should include all those records required by statute.
2. Should include the signed oaths of office for each School Board member.
3. Should include School District rules and regulations, school district policies, as adopted by the School Board.
4. Should include the schedule of School Board meetings.
5. Should include the annual budget adopted by the School Board.
6. Should include copies of all important reports presented to the Board.
7. Should include the approved annual salary schedule and other contract policies.
8. Should include copies of notices of all regular and special meetings of the Board.
9. Should include all motions on School District elections.
10. Should include copies of official instruments of the District such as contracts, bids, etc..