

**SUBJECT:**            **BOARD MEMBER SERVICES**

**Supercedes:**

**Effective:**            **March 12, 2009**

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**Approved by:**        **Detroit Board of Education**

Secretarial and other staff services for Board members will be provided as Board business may require.

Adopted 1/11/83 (By laws)

**Services to Individual Board Members**

All requests for reports and detailed information to be provided by the General Superintendent and/or other members of the staff – district division or department, or school – will be made through the appropriate Board committee.

Individual Board members seeking reports, official documents, and other printed materials for their own purposes will be expected to use the procedures established for the general public under the Freedom of Information Act and pay the fee set by the Board for duplication of materials.

Such requests will be presented to the Secretary of the Board. The copies requested will be made available within five days or in accordance with the Freedom of Information Act guide.

**Adopted:**                **5/23/78**

**Revised:**                **Date of manual adoption**

**Legal References:**    **MCL 15.231 et seq. (Freedom of Information Act)**

**CROSS REF.:**            **KBA, Public's Right to know**