

**DEERFIELD COMMUNITY**

**Code: 184**

**SCHOOL DISTRICT**

**DATE OF ADOPTION: 4-16-79**

**MINUTES**

The clerk of the Board will keep, or cause to be kept, complete and accurate records of school board meetings.

Copies of the minutes will be sent to all board members within a reasonable period of time following a board meeting. If a board member does not call attention to any correction(s), the minutes will be presumed to be correct and as such will be printed and submitted for approval at the next board meeting.

Since school board records are public records, copies of the minutes will be made available to interested citizens upon request.

In accordance with state law, the proceedings of all board meetings will also be published within 45 days after the meeting in the official newspaper.

LEGAL REFS.: Wis. Stat. 19.88  
120.17 (2) (3) (4)  
120.18