KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

POLICY STATEMENT

| Section: | Business and Administrative Services | |
|----------|--------------------------------------|---------------------|
| | Administrative Operation | Policy Code: BA-1.1 |
| Policy: | RECORDS MANAGEMENT | Page 1 |

The Board shall maintain a Records Management Program that enables effective and cost efficient storage and retrieval of records and shall maintain records to ensure compliance with the Education Act, the