

Notice to the Public

Access to Public Records

Section 19.34(1) of the Statutes requires each authority to adopt, prominently display and make available for inspection and copying at its offices, for the guidance of the public, a notice containing a description of its organization and the established times and place at which, the legal custodian under s.s. 19.33 from whom, and the methods whereby, the public may obtain information and access to records in its custody, make requests for records, or obtain copies of records, and the costs thereof.

The Board of Education, School District of Johnson Creek, has designated the district administrator as the legal custodian of the public records and property of the Board of Education.

The public may obtain information and access to records, make requests for records, or obtain copies of records in the custody of the Board of Education at the following place and times:

Place: School District Office
455 Aztalan Street
Johnson Creek, WI 53038

Times: Regular Office Hours
7:30 a.m. - 4:00 p.m.
Monday – Friday

The Board of Education is authorized by law to impose a fee on the requestor which does not exceed the actual, necessary and direct cost of reproduction and transcription of the record, unless a fee is otherwise specifically established by law.

Adopted: 12/15/99
Reviewed: 5/21/08
Revised: 3/9/17
Reviewed: 3/7/22