

**Regulation 506.04-R(1): Student Library Circulation Records**

**Status:** ADOPTED

**Original Adopted Date:** 03/14/2014 | **Last Revised Date:** 02/20/2023 | **Last Reviewed Date:** 02/20/2023

Students' library circulation records may be accessed, according to board policy, during the regular business hours of the District. Requests are to be made to the building principal, who will determine the appropriateness of the request. The principal will work with the teacher-librarian to comply, as appropriate. The District is to respond to such requests within seven business days.

If copies of documents are requested, a fee for such copying may be charged.

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