

STATE BOARD OF EDUCATION  
STATE DEPARTMENT OF EDUCATION  
ADMINISTRATIVE CODE

CHAPTER 290-1-1  
ORGANIZATION AND RULES OF PROCEDURE

290-1-1-.09      Availability Of Forms And Records.

(1) Any form or publication used by the Department in the conduct of its business with the public may be obtained in the manner prescribed by rules of the State Board of Education by contacting the office of the State Superintendent of Education, Montgomery, Alabama 36130-3901.

(2) Availability of Records.

(a) Records which may not be subject to disclosure include:

1. those records which by statute limit disclosure;
2. recorded information received by a public official in confidence, sensitive personnel records, pending criminal investigations and records, the disclosure of which would be detrimental to the best interest of the public.
3. those matters entitled to a privilege.

(b) With the exception of Alabama Administrative Code r. 290-1-1-.09(2)(a) above, records of the Department are public and are made available for inspection at the Gordon Persons Building in Montgomery, Alabama, or in an office located outside the Gordon Persons Building in Montgomery or outside of the city of Montgomery, subject to the records being located in that office.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§16-4-4, 36-12-2, 36-12-40, 41-13-1, Stone v. Consolidated Publishing Company, 404 So. 2d 678 (Ala. 1981).

**History:** August 8, 1991. **Amended:** Effective September 13, 1991.