

Raymond School District Policy - GBJ

PERSONNEL RECORDS

The Superintendent is authorized and directed to develop and implement a comprehensive, confidential and efficient system of personnel records.

It is the intent of SAU #33 to maintain an adequate record system for those employees who have terminated their services in the Raymond School District and SAU #33.

It is the responsibility of SAU #33 personnel to maintain these records as required by statute and/or State Department of Education regulations.

The District will not disclose any teacher personally identifiable data or information to any person outside of the District, except as may be required by law. Such data or information may be shared to District employees, as necessary.

Inactive personnel records are to be kept in the custody of the Financial Supervisor of SAU #33.

Statutory Reference:

RSA 91:A:5, Access to Public Records

RSA 189:65, VII-a, Student and Teacher Information Protection and Privacy

RSA 189:67, Limits on Disclosure of Information

Adopted: October 18, 1982

Revised: August 7, 1997

Revised: August 1, 2002

Revised: January 20, 2016