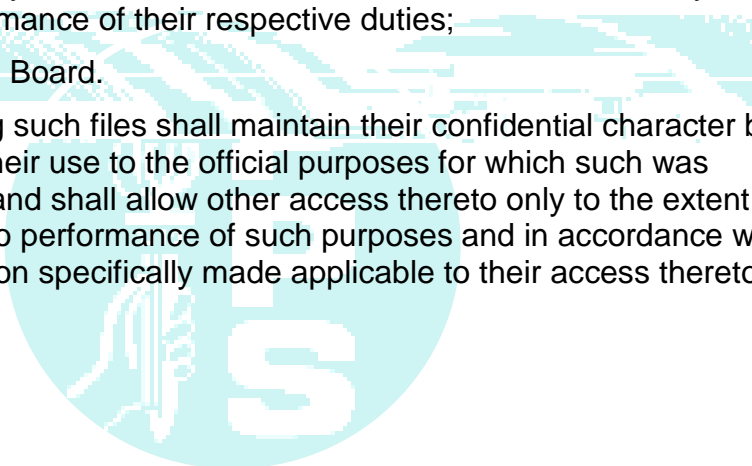


- (1) \_\_\_\_\_. The superintendent of schools shall establish, maintain and control records for employees, which relate to the character, personal history, scholarship, school reports, and other data of a confidential nature, as may be needed.
- (2) \_\_\_\_\_.
- (a) The superintendent shall establish procedures for the use of personnel records which will assure confidential use of such records as follows:
    - (A) By members of his staff;
    - (B) By courts and public agencies with the power of subpoena and attorney for the district's when relevant to and necessary in the performance of their respective duties;
    - (C) By the Board.
  - (b) Those using such files shall maintain their confidential character by restricting their use to the official purposes for which such was authorized and shall allow other access thereto only to the extent necessary to performance of such purposes and in accordance with any restriction specifically made applicable to their access thereto. In





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