

**COLLEGE COMMUNITY SCHOOL DISTRICT****Board Members Social Media Engagement**

The Board sees the value in promoting the excellent work and accomplishments of the district's students and staff. Social media is one of the many effective communication tools that the district may utilize. Board Members have been publicly elected to govern the district and accept a fiduciary responsibility. That responsibility means Board Members agree to always act in the best interests of the district. For this reason, the Board shall expect that individual communications and social media posts made by Board Members will reflect the values of the decorum expected of elected officials in the school community.

All Board Members enjoy rights to freedom of speech under both the U.S. and Iowa Constitutions. As such, the district will not limit protected speech of any Board Members. Certain categories of speech are not protected and may be subject to regulation. Additionally, Board Members should be aware that protected speech can still subject individuals to legal liability. If using social media to discuss district related matters, Board Members should be aware that they may be prohibited from blocking individual communications and posters based upon the content of their posts.

The Board as a whole and individual Board Members in their governance role have legal obligations to safeguard the privacy of information related to student and employee matters. Board Members will refrain from posting or communicating on social media in a way that violates the district's obligation to protect the privacy of its students and employees.

Board Members are uniquely positioned in the school community to be both accessible and responsive to community concerns about the effective governance of the district. As a result, the Board will remember their obligations to safeguard student and employee privacy when responding to any social media posts or communications, even if the response is intended to correct information for the rest of the school community. Board Members will direct concerned individuals to the appropriate district staff to address their inquiry or complaint in accordance with Board Policy.

**Regulation 401.10-R(1): Employee Records - Regulation**

Status: ADOPTED

Original Adopted Date: 02/20/2012 | Last Revised Date: 07/15/2019 | Last Reviewed Date: 07/15/2019

Employee Personnel Records Content

1. Employee personnel records may contain the following information:

- Personal information including, but not limited to, name, address, telephone number, emergency numbers, birth date and spouse
- Individual employment contract
- Evaluations
- Application, resume and references
- Salary information
- Copy of the employee's license or certificate, if needed for the position
- Educational transcripts
- Assignment
- Records of disciplinary matters

2. Employee health and medical records are kept in a file separate from the employee's personnel records. Health and medical records may contain, but are not limited to:

- Medical professional signed physical form
- Sick or long-term disability leave days
- Worker's compensation claims
- Reasonable accommodation made by the school district to accommodate the employee's disability
- Employee's medical history
- Employee emergency names and numbers
- Family and medical leave request forms

3. The following are considered public personnel records available for inspection:

- The name and compensation of the individual, including any written agreement establishing compensation or any other terms of employment, except for that information that is otherwise protected. "Compensation" includes the value of benefits conferred including, but not limited to: casualty, disability, life or health insurance, other health or wellness benefits, vacation, holiday and sick leave, severance payments, retirement benefits and deferred compensation.
- The dates the individual was employed by the government body
- The positions the individual holds or has held with the government body
- The educational institutions attended by the individual, including any diplomas and degrees earned, and the name of the individual's previous employers, positions previously held and dates of previous employment
- **The fact that the individual resigned in lieu of termination, was discharged, or was demoted as a result of a disciplinary action, and the documented reasons and rationale for the resignation in lieu of termination, the discharge, or the demotion. "Demoted" or "emotion" mean a change of an employee from a position in a given classification to a position in a classification having a lower pay grade, and;**
- Personal information in confidential personnel records of governmental bodies relating to student employees shall only be released pursuant to the [Family Educational Privacy Rights Act \(FERPA\)](#)

### Applicant File Records Content

Records on applicants for positions with the school district are maintained in the central administration office. The records will include, but not be limited to:

- Application for employment
- Resume
- References
- Evidence of appropriate license or certificate, if necessary for the position for which the individual applied
- Affirmative action form, if submitted

### Record Access

Only authorized school officials will have access to an employee's records without the written consent of the employee. Authorized school officials may include, but not be limited to, the Superintendent, building Principal, or Board Secretary. In the case of a medical emergency, the school Nurse or other first aid or safety personnel, may have access to the employee's health or medical file without the consent of the employee. Board members will generally only have access to employee's personnel file without the consent of the employee when necessary for the conducting of Board business.

### Employee Record Retention

~~All employee records, except payroll and salary records, are maintained for a minimum of one year after termination of employment with the District. Applicant records are maintained for a minimum of one year after the position was filled. Payroll and salary records are maintained for a minimum of three years after payment.~~

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*Disclaimer: These references are provided as additional resources for those interested in the subject matter of this document.*

<b>State</b>	<b>Description</b>
20	<a href="#">Public Employment Relations (Collective Bargaining)</a>
21	<a href="#">Official Meetings Open to Public</a>
22	<a href="#">Examination of Public Records (Open Records)</a>
91B	<a href="#">Personnel Information</a>

### **Cross References**

<b>Code</b>	<b>Description</b>
401.14	<a href="#">Limitations to Employment References</a>
403.01	<a href="#">Employees Health and Well-Being</a>
403.08	<a href="#">Communicable Diseases - Employees</a>
403.08-R(1)	<a href="#">Communicable Diseases - Employees - Regulation</a>
403.08-E(1)	<a href="#">Communicable Diseases - Employees - Hepatitis B Vaccine Information and Record Exhibit</a>
708	<a href="#">Care, Maintenance and Disposal of School District Records</a>
901.00	<a href="#">Public Examination of School District Records</a>

**Policy 402.07: Child Abuse Reporting**

**Status:** ADOPTED

**Original Adopted Date:** 02/16/1982 | **Last Revised Date:** 12/19/2022 | **Last Reviewed Date:** 12/19/2022

In compliance with state law and to provide protection to victims of child abuse, the Board believes incidents of alleged child abuse should be reported to the proper authorities. All licensed school employees, teachers, coaches, and Para educators, **and all school employees 18 years of age or older**, are mandatory reporters as provided by law and are to report alleged incidents of child abuse they become aware of within the scope of their professional duties.

When a mandatory reporter suspects a student is the victim of child abuse, the mandatory reporter shall make an oral report of the suspected child abuse to the Iowa Department of Human Services within 24 hours of becoming aware of the abusive incident and shall make a written report to the Iowa Department of Human Services within 48 hours following the oral report. If the mandatory reporter believes the child is in immediate danger, the local law enforcement agency will also be notified.

The reporting of suspected cases of abuse by employees who are not mandatory reporters is encouraged to their immediate supervisor.

Within six months of their initial employment, mandatory reporters will take a two-hour training course involving the identification and reporting of child abuse and dependent adult abuse, or submit evidence they've taken the course within the previous three years. After July 1, 2019, employees who have previously taken mandatory reporter training will be required to take the two-hour training course before the expiration of their current training certificate. Once the training course has been taken, the certificate will remain valid for three years. Employees who have taken the post-July 1, 2019 two-hour training course will take the one-hour follow-up training course every three years and prior to the expiration of their certificate.

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<b>State</b>	<b>Description</b>
232	<a href="#"><u>Juvenile Justice</u></a>
232A	<a href="#"><u>Juvenile Victim Restitution</u></a>
235A	<a href="#"><u>Child Abuse</u></a>
280.17	<a href="#"><u>Uniform School Requirements / Procedures for Handling Child Abuse Reports</u></a>
441 I.A.C. 155	<a href="#"><u>Child Abuse Prevention Program</u></a>
441 I.A.C. 175	<a href="#"><u>Abuse of Children</u></a>
441 I.A.C. 9.2	<a href="#"><u>Statement of Policy</u></a>

**Cross References**

<b>Code</b>	<b>Description</b>
401.14	<a href="#"><u>Limitations to Employment References</u></a>
402.05	<a href="#"><u>Abuse of Students by School Employees</u></a>
402.06	<a href="#"><u>Employee Notification of Arrest, Criminal Charge or Complaint of Child Abuse</u></a>
402.06-E(1)	<a href="#"><u>Employee Notification of Arrest, Criminal Charge or Complaint of Child Abuse - Notification Form</u></a>
502.05	<a href="#"><u>Outside Agencies / Interviews and Observations of Students</u></a>
502.05-R(1)	<a href="#"><u>Outside Agencies / Interviews and Observations of Students - Regulation</u></a>
507.06	<a href="#"><u>Student Health Service and Requirements</u></a>
507.07	<a href="#"><u>Student Special Health Services</u></a>
603.02	<a href="#"><u>Health Education</u></a>
603.02-E(1)	<a href="#"><u>Health Education - Human Growth and Development Student Excuse Form</u></a>

**Policy 405.09: Resignation of Certified Employees**

**Status:** ADOPTED

**Original Adopted Date:** 05/21/1991 | **Last Revised Date:** 10/17/2022 | **Last Reviewed Date:** 10/17/2022

A Certified employee who has not accepted a contract tendered for the ensuing school year by the Board of Directors may resign effective at the end of the current school year by filing a written resignation with the Board Secretary. The resignation must be filed no later than the last day of the current school year, or the date specified by the Board of Directors for returning the contract, whichever occurs first. However, an employee is not required to return a contract to the Board of Directors or to resign less than 21 days after the contract has been offered.

Certified employee resignations received after June 30th will not be accepted by the Board of Education until a suitable replacement is found. Suitability is at the sole discretion of district and school administrators. If no replacement is found, employees will not be released from their contract. If a suitable replacement is found:

- Resignations received after June 30th, the resigning certified employee will be required to reimburse the District \$1500.00 for costs incurred in hiring a replacement employee.
- Resignations received after August 15th, the resigning certified employee will be required to reimburse the District \$2500.00 for the cost incurred in hiring a replacement employee.

**The district has established the above costs deemed reasonable to replace the employee given late departure.** These expenses shall be payable to the District by the resigning teacher as a condition for Board acceptance of the resignation. The district shall not deduct these expenses from the employee's salary unless the employee provides written permission. Failure to provide reimbursement may result in legal action.

The resignation will be voted on by the Board of Directors in open session.

An administrator may file a written resignation with the Board Secretary on or before May 1 of each year or the date specified for return of the contract, whichever date occurs first.

Additional rules apply to former employees of College Community Schools who have terminated employment or retired and are being considered for rehire as active employees.

Generally, retirees and former employees may be eligible for rehire after a minimum of 26 weeks has passed since their last day of employment or hours of service. Retirees and former employees must have terminated under circumstances that make them eligible for rehire. Specific rules apply to those who have retired under the District's Early Separation Program.

Exceptions to this policy may be made based on College Community's staffing needs subject to Administration approval.

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	<a href="#">Negotiations</a>
279	<a href="#">Directors - Powers and Duties</a>
281 I.A.C. 12.3	<a href="#">Administration</a>
281 I.A.C. 83	<a href="#">Teacher and Administrator Quality Programs</a>
284	<a href="#">Teacher Performance, Compensation, and Career Development</a>
294.1	<a href="#">Qualifications - Compensation Prohibited</a>

### Cross References

<b>Code</b>	<b>Description</b>
405.04	<a href="#">Certified Employee Recruiting / Hiring</a>

**Policy 408.01: Professional Employee Development**

**Status: ADOPTED**

**Original Adopted Date:** 08/14/1979 | **Last Revised Date:** 12/19/2022 | **Last Reviewed Date:** 12/19/2022

The Board of Directors shall maintain and support a comprehensive career development program for the professional development of its employees, and shall budget for the program in accordance with state requirements. It is the policy of the school district to support the connection between educator professional development and improved student achievement.

The Board encourages licensed employees to attend and participate in professional development activities to maintain, develop, and extend their skills. The Board will maintain and support an in-service program for licensed employees. Professional development activities will include activities that promote and / or teach about compliance with applicable Iowa laws.

**For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by the State Board of Education or Board of Educational Examiners that the district determines requires the employee to participate in the professional development program.**

Requests for attendance or participation in a development program, other than those development programs sponsored by the school district, are made to the Superintendent / designee. Approval by the Superintendent / designee must be obtained prior to attendance by a licensed employee in a professional development program when the attendance would result in the licensed employee being excused from their duties or when the school district pays the expenses for the program.

The Superintendent / designee will have sole discretion to allow or disallow licensed employees to attend or participate in the requested event. When making this determination, the Superintendent / designee will consider the value of the program for the licensed employee and the school district, the effect of the licensed employee's absence on the education program and school district operations, and the school district's financial situation as well as other factors deemed relevant in the judgement of the Superintendent / designee. Requests that involve unusual expenses or overnight travel must also be approved by the Board.

Under the direction of the Superintendent or his/her designee, the District and each school building shall annually establish school improvement priorities with an aligned action plan for professional development. Each school will develop and implement a professional development system with the following characteristics:

Its primary focus is improved student learning and achievement.

1. It is based upon current, documented research findings.
2. It focuses upon content and curricular needs as well as teaching methodology.
3. It utilizes approved content providers.
4. It is developed and directed by professional educators.
5. It is aligned with employee and administrative performance standards.

Each principal, working in collaboration with the Superintendent or his/her designee, will report annually to the Board of Directors the effectiveness of their building's professional development system and its relationship to its student achievement goals identified in its school improvement plan.

The District shall also ensure that employees and administrators have individual professional development plans.

All professional development plans shall meet the requirements of applicable law.

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<b>State</b>	<b>Description</b>
257	<a href="#"><u>Financing School Programs</u></a>
279	<a href="#"><u>Directors - Powers and Duties</u></a>
281 I.A.C. 12	<a href="#"><u>Education Department Chapter 12 General Accreditation Standards</u></a>
281 I.A.C. 83.6	<a href="#"><u>Professional Development for Teachers</u></a>
284	<a href="#"><u>Teacher Performance, Compensation, and Career Development</u></a>

#### **Cross References**

<b>Code</b>	<b>Description</b>
409.01	<a href="#"><u>Certified Employee Leaves and Absences</u></a>
412.03	<a href="#"><u>Classified Employee Development Opportunities</u></a>

**COLLEGE COMMUNITY SCHOOL DISTRICT**

**Required Professional Development for Employees**

**Appropriate training and professional development of all employees is crucial to the success of all students. The district will provide professional development opportunities appropriate to the duties of school employees.**

**For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by The State Board of Education or Board of Educational Examiners that the district determines requires the employee to participate in the professional development program.**

**Legal References:**

**Cross References: Superintendent Professional Development  
Administrator Professional Development  
Licensed Employee Professional Development**

**Regulation 506.01-R(1): Student Records Access - Student Record Files**

Status: ADOPTED

Original Adopted Date: 08/17/2009 | Last Revised Date: 07/19/2021 | Last Reviewed Date: 07/19/2021

~~In an effort to standardize the filing and upkeep of student records across all buildings, when a student enrolls at College Community School District, a new student cumulative folder will be created to hold the student's educational record. If the student has additional documents that need to be kept, a student confidential educational record folder will be created and documents filed within that folder. Beginning August 2019, each new student will have his/her records housed in the following two folders with information below:~~

**Student Cumulative Folders:**

- ~~1. Green Access Sheet~~
- ~~2. Report cards/Title 1/Reading diagnostic forms~~
- ~~3. Discipline Suspension or Expulsion Letters~~
- ~~4. Attendance~~
- ~~5. Legal/DOB (Adoption, legal name changes, birth certificates)~~
- ~~6. Residency Verification and Student request for records~~
- ~~7. Home Language Survey~~
- ~~8. ELL forms including screening results, ELL Program Placement, ELL Program Eligibility, ELPA21 Score Summary, ELL Exit Letter, Refusal of Services (if applicable)~~
- ~~9. Previous School Info~~
- ~~10. Summer School~~
- ~~11. Standardized Testing information Required State Testing, Cogat, and MAP~~

**Student Confidential Folders:**

- ~~1. Green Access Sheet~~
- ~~2. Current IEP~~
- ~~3. Old IEP's~~
- ~~4. Completed medical and agency reports provided by parents or initiated by school or GWAEA staff.~~
- ~~5. Legal Documentation (Restrictions, custody, restraining orders, parent rights, DHS safety plans)~~
- ~~6. Behavior Checklists initiated by the district or GWAEA staff~~
- ~~7. Section 504 forms~~
- ~~8. Physical Restraints Safe Room Reports~~
- ~~9. Extended School Year Documents~~

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The cumulative record will provide a continuous and current record of significant information on progress and growth. It should reflect information such as courses taken, academic progress, school attendance, physical and health record, experiences, interests, aptitudes, attitudes, abilities, honors, extra-curricular activities, part-time employment, and future plans. It is the "working record" used by professional staff in understanding the student. At the request of a receiving school or school district, a copy of the cumulative record shall be sent to officials of that school when a student transfers.

Upon the request for student records from another school district, the following items, if they exist, should be sent:

- Transcript/Report Cards
- Contact Summary Information
- Enrollment History
- Attendance Details
- Assessment Data
- Behavior Information
- Health Conditions
- Health Screening Information
- Immunization Information

No additional records will be created or explanations of records provided to educational institutions unless required by law

**COLLEGE COMMUNITY SCHOOL DISTRICT**

**Student Disclosure of Identity**

**It is the goal of the District to provide a safe and supportive educational environment in which all students may learn. As part of creating that safe educational environment, no employee of the district will provide false or misleading information to the parent / legal guardian of a student regarding that student's gender identity or intention to transition to a gender that is different from their birth certificate or certificate issued upon adoption.**

**If a student makes a request to a licensed employee to accommodate a gender identity, name, or pronoun that is different than what was assigned to the student in the student's registration forms or records, the licensed employee is required by Iowa law to report the request to an administrator. The school administrator receiving the report is required by Iowa law to report the request to the student's parent / legal guardian. This requirement also applies to all nicknames.**

**To maintain compliance with Iowa law and also provide efficiency in the reporting requirements listed above, the Superintendent will provide the opportunity for parents and legal guardians to list in the student's registration paperwork any and all nicknames used for students.**

COLLEGE COMMUNITY SCHOOL DISTRICT

Report of Student Disclosure of Identity

Dear (Parent / Legal Guardian) \_\_\_\_\_,

This letter is to inform you that your student (student's name listed on registration) \_\_\_\_\_ has made a request of a licensed employee to (check all that apply):

\_\_\_\_\_ make an accommodation that is intended to affirm the student's gender identity as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ use a name, pronoun, or gender identity that is different from the name, pronoun and/or gender identity listed on the student's school registration forms. The name, pronoun, or gender identity request is:

\_\_\_\_\_

If you would like to amend the student's registration paperwork to permit the student's requested accommodation and/or include the use of the above-referenced name/pronoun/gender identity, please complete the attached form and return it to the district administration office.

Sincerely,

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Date

**COLLEGE COMMUNITY SCHOOL DISTRICT**

**Request to Update Student Identity**

\_\_\_\_\_  
**Student's current name on registration**

\_\_\_\_\_  
**Student ID**

**Please update my student's names, pronouns, and/or gender identities on my student's registration paperwork to include all of the following:**

\_\_\_\_\_  
**Names**

\_\_\_\_\_  
**Pronouns**

\_\_\_\_\_  
**Gender Identities**

\_\_\_\_\_  
**Parent / Legal Guardian**

\_\_\_\_\_  
**Date**

Approved <date>

Reviewed <date>

Revised <date>

**Policy 701.02: Transfer of Funds**

**Status:** ADOPTED

**Original Adopted Date:** 07/20/2020 | **Last Revised Date:** 07/19/2021 | **Last Reviewed Date:** 07/19/2021

When the necessity for a fund has ceased to exist, the balance may be transferred to another fund or account by Board resolution. School district monies received without a designated purpose may be transferred in this manner. School district monies received for a specific purpose or upon vote of the people may only be transferred, by Board resolution when the purpose for which the monies were received has been completed. Voter approval is required to transfer monies to the general fund from the capital projects fund and debt service fund.

**If all requirements for district use of funds under the Preschool Foundation Aid, Professional Development Supplement, Home School Assistance Program, Teacher Leadership Supplement, or any discontinued fund have been met and funds remain unexpended and unobligated at the end of the fiscal year, the district may transfer all or a portion of remaining funds by passage of a Board Resolution into the district’s flexibility account in accordance with law. Before the expenditure of amounts in the flexibility account, the district shall publish notice of the time, date, and place of a public hearing on the proposed resolution approving said expenditures. The Board must find and certify that the statutory requirements of each original source of funds have been met before adopting the resolution approving the expenditures. The district will present a copy of the signed Board Resolution to the Department of Education.**

**The District may transfer by Board Resolution from the general fund to the student activity fund an amount needed to purchase or refurbish protective and safety equipment required for any extracurricular inter-scholastic athletic contest or competition sponsored or administered by the Iowa High School Athletic Association of Iowa Girl’s High School Athletic Union.**

**If the before and after school program exceeds the amount necessary to operate the program, the excess amount may, following a public hearing, be transferred by resolution of the Board of Directors of the school corporation for deposit in the general fund of the school corporation to be used for school district general fund purposes. The district will present a copy of the signed Board Resolution to the Department of Education.**

The district may choose to request approval from the School Budget Review Committee to transfer funds to make a program whole, prior to its elimination.

Temporary transfer (loans) of funds are permitted between funds but must be repaid to the originating fund, with interest, by October 1 following the end of the fiscal year.

It is the responsibility of the Chief Financial Officer to make recommendations to the Board regarding transfers and to provide the documentation justifying the transfer.

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*Disclaimer: These references are provided as additional resources for those interested in the subject matter of this document.*

257.10	<a href="#">Financing School Programs / District Cost per Pupil - District Cost</a>
279.42	<a href="#">Directors - Powers and Duties / Gifts to Schools</a>
279.8	<a href="#">Directors / Powers and Duties / General Rules / Bonds of Employees</a>
279.8	<a href="#">Directors - Powers and Duties / General Rules - Bonds of Employees</a>
289 I.A.C. -6	<a href="#">Annual Notices and Deadlines for Public and Nonpublic Schools</a>
298A	<a href="#">School District Fund Structure</a>

### Cross References

<b>Code</b>	<b>Description</b>
701.03	<a href="#">Financial Records</a>
703.01	<a href="#">Budget Planning</a>
901.04	<a href="#">Bond Campaigns</a>

**Policy 708: Care, Maintenance and Disposal of School District Records**

**Status: ADOPTED**

**Original Adopted Date:** 06/21/2021 | **Last Revised Date:** 07/19/2021 | **Last Reviewed Date:** 07/19/2021

School district records are housed in the central administration office of the school district. It is the responsibility of the Superintendent / designee and Board Secretary to oversee the maintenance and accuracy of the records. The following records are kept and preserved according to the schedule below:

Secretary's financial records	Permanently
Treasurer's financial records	Permanently
Open meeting minutes of the Board of Directors	Permanently
Annual audit reports	Permanently
Annual budget	Permanently
Permanent record of individual pupil	Permanently
School election results	Permanently
Real property records (e.g. deeds, abstracts)	Permanently
Records of payment of judgments against the school district	20 years
Bonds and bond coupons	11 years after maturity, cancellation, transfer, redemption, and / or replacement
Written contracts	10 years
Canceled warrants, check stubs, bank statements, bills, invoices, and related record	5 years
Recordings and minutes of closed meetings	1 year
Program grants	As determined by the grant
Non-payroll personnel records	7 <del>10</del> years after leaving district
<b>Payroll personnel records</b>	<b>3 years after leaving the district</b>
Employment applications	2 years
Payroll records	3 years
School meal programs accounts / records	3 years after submission of the final claim for reimbursement

In the event that any federal or state agency requires a record be retained for a period of time longer than that listed above for audit purposes or otherwise, the record shall be retained beyond the listed period as long as

is required for the resolution of the issue by the federal or state agency.

Employees' records are housed in the central administration office of the school district. The employees' records are maintained by the Superintendent or designee, the building administrator, the employee's immediate supervisor, and the Board Secretary.

An inventory of the furniture, equipment, and other non-consumable items other than real property of the school district is conducted annually under the supervision of the Superintendent or designee. This report is filed with the Board Secretary.

The permanent and cumulative records of students currently enrolled in the school district are housed in the central administration office of the attendance center where the student attends. Permanent records shall be housed in a fire resistant safe or vault or electronically with a secure backup file. The building administrator is responsible for keeping these records current. Permanent records of students who have graduated or are no longer enrolled in the school district are housed in the *district office storage* and will be retained permanently. These records will be maintained by the Superintendent or designee. Special education records shall be maintained in accordance with law.

The Superintendent or designee may digitize or otherwise electronically retain school district records and may destroy paper copies of the records. An electronic record which accurately reflects the information set forth in the paper record after it was first generated in its final form as an electronic record, and which remains accessible for later reference meets the same legal requirements for retention as the original paper record.

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<b>State</b>	<b>Description</b>
22.7	<a href="#"><u>Examination of Public Records (Open Records), Confidential Records</u></a>
279.8	<a href="#"><u>Directors - Powers and Duties / General Rules - Bonds of Employees</u></a>
281 I.A.C. 12.3	<a href="#"><u>Administration</u></a>
281 I.A.C. 41.624	<a href="#"><u>Destruction of Information</u></a>
291.6	<a href="#"><u>President, Secretary, and Treasurer of Board / Duties of Secretary</u></a>
554D.114	<a href="#"><u>Electronic Check Retention</u></a>
614.1	<a href="#"><u>Limitations of Actions / Period</u></a>
716	<a href="#"><u>Damage and Trespass to Property</u></a>
91A.6	<a href="#"><u>Wage Payment Collection / Notice and Recordkeeping Requirements</u></a>
Chapter 15 / 554D.119	<a href="#"><u>Information Management</u></a>
Chapter 22.3	<a href="#"><u>Supervision - Fees</u></a>
<b>Federal</b>	<b>Description</b>
7 C.F.R. 210	<a href="#"><u>National School Lunch Program / Department of Agriculture / Child Nutrition Programs</u></a>

## Cross References

<b>Code</b>	<b>Description</b>
200.04	<a href="#"><u>Board of Directors' Records</u></a>
206.03	<a href="#"><u>Secretary - Treasurer</u></a>
401.10	<a href="#"><u>Employee Records</u></a>
401.10-R(1)	<a href="#"><u>Employee Records - Regulation</u></a>
506.01	<a href="#"><u>Student Records Access</u></a>
506.01-R(1)	<a href="#"><u>Student Records Access - Student Record Files</u></a>
901.00	<a href="#"><u>Public Examination of School District Records</u></a>