

Personnel

General Personnel - Personnel Records, Maintenance, and Access

Please refer to the following collective bargaining agreements:

"Contractual agreement between the Board of Education of Valley View Community Unit School District 365U and the Valley View Council of Local 604 American Federation of Teachers, AFL-CIO";

"Agreement between Valley View Office Personnel Council Aft-Local 604, IFT/AFT, AFL-CIO and the Board of Education of School District #365U."

For employees not covered by these agreements:

The District maintains a complete personnel record for every current employee and former employee. The employees' personnel records shall be maintained in the District's administrative office, under the Superintendent's direct supervision. An employee will be given access to his or her personnel records according to guidelines developed by the Superintendent.

LEGAL REF.: 745 ILCS 46/10.
820 ILCS 40/1 et seq.
23 Ill.Admin.Code §1.660.

CROSS REF.: 2:250 (Access to District's Public Records), 7:340 (Student Records)

ADOPTED: September 8, 1997

REVIEWED: May 18, 2009
(no change)