



School District Personnel Records: PIA Exceptions to Disclosure

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1

What Information Can and Cannot be Withheld?



2

Personnel Information Generally Available to the Public

- ☐ Names of employees
- ☐ Names of applicants for employment (but watch exception for Superintendent candidates)
- ☐ Dates of employment of current and former employees
- ☐ Current and previous positions
- ☐ Current and previous salary
- ☐ Employee curriculum vitae and resumes (but watch exceptions for home address, home phone, and/or personal email address)
- ☐ Evaluations of employees other than certified teachers and administrators
- ☐ Dates of employee use of leave, including sick leave
- ☐ Reasons for dismissal from employment



Personnel Information Generally Available to the Public (cont.)

- ☐ Employment contracts
- ☐ Service records
- ☐ In-service and training records
- ☐ Certificate(s) and endorsements
- ☐ Compensation information (salary, stipends, additional compensation)
- ☐ Information that reflects a financial transaction between the employee and the district (but not involving a third party, such as an insurance company)



Information That Can Be Withheld *Common PIA Exceptions*

Exceptions found in the PIA, chapter 552 of the Government Code

- ☐ Section 552.101 – used in conjunction with other laws that make information confidential
- ☐ Section 552.102(a) – employee dates of birth contained in personnel records
- ☐ Section 552.102(b) – college transcripts
- ☐ Section 552.107 – attorney-client privilege
- ☐ Sections 552.117 and 552.024 – employee personal information (home address, home phone number, emergency contact, and information that reveals family members)



Information That Can Be Withheld *Common PIA Exceptions (cont.)*

Exceptions found in the PIA, chapter 552 of the Government Code

- ☐ Section 552.130 – motor vehicle and driver's license information
- ☐ Section 552.136 – credit card, bank account, and other access device numbers
- ☐ Section 552.137 – email addresses of members of the public
- ☐ Section 552.147 – social security numbers



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