

PATTONVILLE SCHOOL DISTRICT

EPS Code. GBL

District Code: A500 (702.12)

PERSONNEL RECORDS FOR PROFESSIONAL AND SUPPORT STAFF

The administration shall maintain a personnel file in the office of the Assistant Superintendent for Human Resources.

It is the responsibility of the certified staff and support staff members to submit the proper credentials immediately upon employment with the school district.

Adopted: June 8, 1982

Revised: March 14, 1989

Revised: December 10, 2002

Legal Refs.: §168.011, 168.131, RSMo., 1999