



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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