

VALLEY CITY PUBLIC SCHOOL DISTRICT #2 VALLEY CITY, NORTH DAKOTA 58072 NOTICE OF CONFIDENTIAL RECORD ON FILE	Descriptor Code DI-E2	1st Reading 2/21/18
	Adopted 2/21/18	Revised/Rescinded

NOTICE OF CONFIDENTIAL RECORD ON FILE

Employee's name: _____

☐ **Criminal history record**, date: _____

☐ **Drug testing record**, date: _____

☐ **Executive Session**

On _____ (date) the Valley City School Board held an executive session involving _____ (employee's name). The reason for the executive session was (check one):

☐ Motion to suspend during discharge proceedings, NDCC 15.1-15-10

☐ Discussion of confidential medical record, NDCC 44-04-18.1 and NDCC 44-04-19.2 (1)

☐ A contemplated nonrenewal hearing, NDCC 15.1-15-06

☐ A contemplated discharge for cause hearing, NDCC 15.1-15-08

All documents resulting from and recording(s) of this executive session are in a secured file in the business office. These items will be retained and released in accordance with law and board policy.

☐ **Medical or treatment record**, date: _____