

DATA/RECORDS RETENTION

The Superintendent shall develop procedures for the records retention system that is in compliance with RSA 189:29a and Department of Education regulations. The procedures should ensure that all pertinent records are stored safely and are stored for such durations as are required by law. Additionally, the Superintendent shall develop procedures necessary to protect individual rights and preserve confidential information.

Legal References:

RSA 189:29-a, Records Retention and Disposition

NH Code of Administrative Rules, Section Ed. 306.04(a)(4), Records Retention

Proposed: 08/07/02

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