

Policy 402.01: Release of Credit Information**Status:** ADOPTED**Original Adopted Date:** 04/29/2002 | **Last Reviewed Date:** 4/8/2024 | **Last Revised Date:** 02/10/2020

The following information will be released to an entity with whom an employee has applied for credit or has obtained credit: title of position, income, and number of years employed. This information will be released without prior written notice to the employee. Confidential information about the employee will be released to an inquiring creditor with a written authorization from the employee.

It is the responsibility of the board secretary or superintendent to respond to inquiries from creditors.

NOTE: This policy lists the information the school district will release to a credit agency without prior notice to the employee. The items listed are all public records and can be disclosed without prior notice. Prior to releasing other information, a school district must get consent from the employee. It is recommended that this consent be written.

Legal Reference: Iowa Code §§ 22.7; 279.8.

I.C. Iowa Code

Iowa Code § 22.7

Description[Confidential Records](#)

Iowa Code § 279.8

[Directors - General Rules - Bonds of Employees](#)**Cross References****Code**

401.05

Description[Employee Records](#)

401.05-R(1)

[Employee Records - Regulation](#)