



MINNESOTA DATA PRACTICES ACT PRIVACY NOTICE TENNESSEN WARNING

Date of Interview _____
Name of Individual interviewed _____
Parent/Guardian, if student _____
Student/Parent _____ Employee/Contractor _____
School/Site _____
Interview conducted by _____

You may be requested as part of this fact-finding process to provide information that may be considered private or confidential under the Minnesota Governmental Data Practices Act. Because you may be asked to provide private or confidential information, the Minnesota Data Practices Act requires that the District provide you with the following information in regard to its request that you provide this information to the District.

- The District is informing you of the purpose and intended use of the information requested. The District is requesting information from you as part of its fact-finding related to a complaint and/or allegations of inappropriate conduct by a District employee, student, independent contractor, volunteer, parent, or other personnel of the District. The District may use the information you provide during the course of the fact-finding process and in determining appropriate disciplinary or other actions by the District in regard to the complaint and/or allegations, including, but not limited to, potential termination of employment or contract, or expulsion. If the private or confidential information you provide supports that you have engaged in inappropriate conduct, the District may use the information to support disciplinary action.
- You are not legally required to supply the requested information and may refuse to supply the requested private and/or confidential information.
- However, as a District employee, student, independent contractor, volunteer, parent, or other personnel of the District, the District expects that you will provide the requested information. If you choose to refuse to provide the requested information, the District may pursue appropriate action against you for your refusal, up to and including potential termination of employment or contract or expulsion.
- In addition to the person(s) who are present at the interview, the information you provide may be shared with other District employees and administrators who are involved in this fact-finding process, or whose job responsibilities provide them with a legitimate reason for access to the information you provide. If the investigation results in disciplinary action, the information provided to the District may become part of the grievance proceeding and/or other administrative or court proceedings.

I acknowledge the district has informed me of the above information.

Signed _____
Date _____