

## SECTION III: PERSONNEL

### **K. PERSONNEL FILES**

Official personnel files of bus drivers and bus attendants are maintained in the Transportation Department. Routine records and other information may be kept in the Personnel Department or at the school(s) served. Policies regulating the maintenance and examination of personnel files for all employees apply to both bus drivers and bus attendants and can be found in the TPSB's Policy Manual under section GAK.

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