

SUWANNEE COUNTY SCHOOL BOARD  
**Employee Information Exemption From Public Records**

Most documents created or received by Suwannee County Schools are open to the public under the Public Records Act. However, there are certain details, such as the addresses, telephone numbers and photographs of the employee and family members found in the employee's personnel files, that are confidential and exempt from disclosure because the employee or his/her spouse or parent work in a certain job. If you are the spouse or child of a protected employee, your work location is also confidential and exempt from disclosure; however, proof of exemption is required (such as employee ID, check stub, etc.)

We need to know if you fall within one or more of the following categories so that we can give your information the protection required by the law. If you believe one or more categories applies please place a check next to the applicable category(ies), complete the information below, and sign the bottom of this form.

**If none of these categories apply to you, your spouse, or your parents, please DO NOT return this form.**

Questions should be directed to the Director of Human Resources at 386-647-4641. Once we receive your input, we will take steps necessary to protect your information. Thank you.

Employee Name ( <i>last, first, middle</i> )	School/Department	Employee ID#
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Yes, I qualify for one of the exemption categories below (*specify a category, 1-15, by checking the appropriate box.*)

- 1. Current firefighter certified under Florida Statutes Sec. 633.35 (including certified Forestry firefighters.)
- 2. Current judge or Justice of the Florida Supreme Court; a district court of appeal; circuit court; or county court
- 3. Current general magistrate, special magistrate, judge of compensation claims, administrative law judge of the Division of Administrative Hearings, or child support enforcement hearing officer
- 4. Current or former law enforcement officer (including correction deputy)
- 5. Current or former correctional or correctional probation officer
- 6. Current or former personnel of the Department of Children and Family Services whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities.
- 7. Current or former personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect
- 8. Current or former personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement of child support enforcement
- 9. Current or former code-enforcement officer
- 10. Current or former federal judge (U.S. Court of Appeals, U.S. district court, or U.S. magistrate judge)
- 11. Current or former state attorney, assistant state attorney, statewide prosecutor, or assistant statewide prosecutor
- 12. Current or former federal prosecutor (U.S. attorney or assistant U.S. attorney)
- 13. Current or former Human Resources/Labor Relations/Employee Relations director, assistant director, manager, or assistant manager, of any local government agency or water management district, whose duties include(d) hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties
- 14. Current or former guardian ad litem, under Florida Statutes Sec. 39.820
- 15. Current or former juvenile probation officer, juvenile probation supervisor, detention superintendent, assistant detention superintendent, senior juvenile detention officer, juvenile detention officer supervisor, juvenile detention officer, house parent I or II, house parent supervisor, group treatment leader, group treatment leader supervisor, rehabilitation therapist, or social services counselor of the Department of Juvenile Justice

**BASIS FOR EXEMPTION:**

- I am the person described in a category (1-15) above. Documentation evidenced by \_\_\_\_\_
- I am the **spouse of** a person described in a category (1-15) above. Documentation evidenced by \_\_\_\_\_
- I am the child of a person described in a category (1-15) above. Documentation evidenced by \_\_\_\_\_
- A child residing with me is the child of a person described in a category (1-15) above. Documentation evidenced by \_\_\_\_\_

Specify the exact position and location of current/former employment qualifying for any exemption(s) claimed above:

Position \_\_\_\_\_ Location \_\_\_\_\_

I hereby certify that my answers herein are truthful and accurate; I understand that Florida Statutes Sec. 837.06 makes it a second-degree misdemeanor to knowingly make a false statement in writing with the intent to mislead a public servant in the performance off his/her official duty. (For employees who have checked box numbers 3 or 14 above: I am also certifying that I have made reasonable efforts to protect such information from being accessible through other means available to the public.)

\_\_\_\_\_  
 SIGNATURE OF EMPLOYEE

\_\_\_\_\_  
 DATE