

**ADMINISTRATION RECORDS RETENTION PERIODS**

The District will follow the Wisconsin Department of Administration's guidelines on School District record retention. It may be accessed at the following web address:

<http://publicrecordsboard.wi.gov/docview.asp?docid=15892&locid=165>

Adopted: August 13, 1991  
Revised: October 14, 2013

**Legal**

References: 19.21, 19.31-39, 120.13(12), Wis. Stats. 29 C.F.R. Part 1635