

Minneapolis Public Schools Board of Directors and Superintendent Search Task Force

CONFIDENTIALITY AGREEMENT

The members of the Superintendent Search Task Force will have access to confidential, personnel records and information related to the search for a superintendent as disclosed by BWP & Associates. Board Directors and Task Force Members will not discuss, distribute, and/or release information from these materials to anyone except as explicitly directed to do so by the Chair of the Board of Directors. All data collected, received, maintained, or disseminated for any purpose in the course of this search is governed by Minnesota law and any applicable federal statutes and regulations to data privacy.

Each member of the Board of Directors and the Superintendent Search Task Force agrees to the following:

Handling of Confidential Information

1. Board Directors/Task Force Members shall ensure that the disclosure of confidential information, including but not limited to the name and employment status of candidates, is restricted to Task Force Members.
2. Copies or reproductions of any kind shall not be made except to the extent reasonably necessary for the purpose of Task Force review. All copies or reproductions shall be the property of the Board of Directors.
3. All confidential information and copies thereof which exist in a physical form shall be returned to the Board of Directors' designee upon the conclusion of the Task Force's work by its members and by the Board of Directors upon the appointment of a new superintendent.
4. Board Directors/Task Force Members shall not divulge any confidential information, in whole or in part, to any third party unless directed to do so by the Chair of the Board of Directors.
5. No Board Director, other than those serving on the Task Force, shall discuss, influence, or attempt to influence the deliberations about or selection of a candidate by any member of the Task Force.

Notices

Violation of any of the above terms by any person(s) will result in the removal of the person(s) from the Task Force and may result in discipline. All notices under this Agreement shall be in writing or through secure electronic communication.

Termination

This Agreement shall continue in force until terminated by explicit action of the Board of Directors.

WHEREFORE, the signatory acknowledges that they have read and understand this Agreement and voluntarily accepts the duties, obligations, and responsibilities set forth herein.

Board Director/Task Force Member: _____

Signature: _____ Date: _____