

**DODGELAND SCHOOL DISTRICT**  
**Board Policy Manual**

**523.41**

**SEARCH OF EMPLOYEE WORK AND STORAGE SPACES**

The School Board intends to provide a safe and healthy environment for all persons in school buildings and on school premises. School officials have a duty to investigate whether items or materials harmful to the health and safety of students, staff or members of the public are present within the school or on school premises. This includes conducting search activities as outlined in this policy.

The District provides employees personal work and storage spaces for the purpose of convenience and to support job performance. Assigned work and storage spaces include, but are not limited to, desks, file cabinets, lockers, mailboxes and other storage areas. Assigned personal spaces remain the property of the District and employees shall have no expectation of privacy in these spaces. Searches of personal work and storage spaces may be conducted by the district administrator and/or the building principals as determined necessary or appropriate at any time and for any reason without consent or notice.

LEGAL REF.:       Sections    101.055       Wisconsin Statutes  
                                  120.12(1)  
                                  121.02(1)(i)

CROSS REF.:       522.7, Staff Technology Use  
                          Employee Handbook

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