

STUDENT RECORDS

In order to provide each student with appropriate instructional and educational services, it is necessary for the school system to maintain accurate and sometimes personal information about the student and his/her family. In recognition of this confidential nature of student records, no person, agency, or firm seeking information, except those defined within the exceptions of the Family Educational Rights and Privacy Act of 1974, and other applicable statutes governing student records is entitled access to student records without prior written consent. This consent will come from the individual student if he/she is now eighteen (18) years of age or older, or from the parent(s) or guardian(s) if the student is under eighteen (18) years of age.

The superintendent will develop appropriate rules to provide for proper administration of student records in keeping with state and federal requirements and to standardize procedures for the collection of necessary information about individual students throughout the system.

Adopted: December 16, 2003