Education Records**

Education records are those records maintained by the district that are directly related to a student.

The primary reason for the keeping and maintaining of education records for students is to help the individual student in his/her educational development by providing pertinent information for the student, his/her teachers and his/her parents. These records also serve as an important source of information to assist students in seeking productive employment and/or post-high school education.

It is the policy of the district to keep education records for students to conform with state and federal laws and regulations.

Information recorded on official education records should be carefully selected, accurate and verifiable, and should have a direct and significant bearing upon the student's educational development.

The district will develop regulations for the maintenance, access and release of education records as well as for preserving confidentiality and for challenging the content of those records.

The district may withhold the grade reports, diploma or other records of students who owe fees, fines or damages until those fees, fines or damages are paid. Students or parents will receive written notice at least 10 days in advance of withholding stating the district's intent to withhold records. The notice will include an itemization of the fees, fines or damages owed and will notify parents of their right to request a hearing. The district may waive fees, fines and charges if the student or parent cannot pay.

Records requested by another school district to determine a student's appropriate placement may not be withheld.

The district shall give full rights to education records to either parent, unless the district has been provided legal evidence that specifically revokes these rights. However, once the student reaches age 18 those rights transfer to the student.

A copy of this policy and administrative regulations shall be made available upon request by parents and students 18 years or older or emancipated.

END OF POLICY

Legal Reference(s):

ORS 30.864
ORS 107.154
ORS 326.565
ORS 326.575
ORS 339.260
ORS 343.177 (3)

OAR 166-405-0010 to 166-415-0010
OAR 581-021-0210 to -0440
OAR 581-022-1660
OAR 581-022-1670

Education of the Handicapped Act of 1975, as amended, 20 U.S.C. Sections 1400-1427, as amended and renamed Individuals with Disabilities Education Act (IDEA), P.L. 101-476, 104 Stat 1103 (1990), as amended P.L. 105-17 (1997). [P.L. 94-142 is a well-known "short" reference to this federal legislation.]
Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g; 34 CFR Part 99 (2000).
Assistance to States for the Education of Children with Disabilities, 34 CFR Section 300.501 (2000).

Cross Reference(s):

ECAB - Vandalism/Malicious Mischief/Theft
EH - Data Management