

**STUDENT RECORDS**

Note: The Family Educational Rights and Privacy Act (“FERPA”) is a federal law requiring districts to maintain policies and regulations for student records which meet the requirements of law. The complexity of federal and state laws makes it imperative for the district to carefully consider its actions with regard to student records and seek legal advice when deemed necessary. FERPA regulations have been amended, effective January 8, ~~2012~~2009.

The School Board recognizes the importance of keeping accurate, comprehensive student records. The confidentiality of student records shall be maintained in accordance with legal requirements. Information may be disclosed from student records when necessary to protect the health or safety of a student or others, as permitted by law.

The Superintendent or designee shall establish regulations governing the maintenance of student records. These regulations shall ensure parental rights to inspect student records; to seek amendment of student records which are believed to be inaccurate, misleading, or in violation of the student’s privacy rights; to consent to disclosure of personally identifiable information except when disclosure is authorized without consent by law; and to file a complaint to challenge the District’s compliance with applicable laws governing student records.

*(cf. 3580 - District Records)*  
*(cf. 5125.1 - Release of Directory Information)*  
*(cf. 5125.2 - Challenging Student Records)*  
*(cf. 5125.3 - Withholding Grades, Diploma or Transcripts)*  
*(cf. 6162.8 - Research)*

*Legal Reference:*ALASKA STATUTES

40.25.120-40.25.220 *Public Records Act*  
 14.03.110 *Questionnaires and Surveys administered in public schools*  
 14.03.113 *District determination of scholarship eligibility*  
 14.03.115 *Access to School records by parent, foster parent, or guardian*  
 14.30.350 *Definitions, exceptional children*  
 14.30.700 *Records of missing children*  
 14.30.710 *Required records upon transfer*  
 14.30.720 *Definitions*  
 14.30.745 *Provision of student information to academy*  
 14.43.810-.850 *Alaska merit scholarship program*  
 14.43.930 *Scholarship program information*

ALASKA ADMINISTRATIVE CODE

4 AAC 07.060 *Student records*  
 4 AAC 43.010-.900 *Alaska performance scholarship program*  
 4 AAC 52.510 *Parental access to records*  
~~4 AAC 52.847 *Parental consent for release of records*~~

**STUDENT RECORDS (continued)**

*Legal Reference (continued):*

*FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974, 20 U.S.C. 1232g, as amended by  
USA PATRIOT ACT of 2001, Public Law 107-56; 115 Stat. 272*

34 CODE OF FEDERAL REGULATIONS

Part 99, as amended, Jan. ~~2009~~[2012](#)

300.501 Opportunity to examine records

300.624 Destruction of information

*Revised 4/04, 2/11*