



Catalina Foothills Unified School District #16  
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## **BOARD AGENDA ITEM**

**ITEM NO: 4.3**

**BOARD MEETING DATE:** Tuesday, June 24, 2025

**UNFINISHED BUSINESS:** Approval of Revisions to Policy JR and Regulation JR-R *Student Records* (second reading)

**SUBMITTED BY:** Sheryl Castro, Executive Director of Curriculum and Assessment

**PRESENTED BY:** Sheryl Castro, Executive Director of Curriculum and Assessment

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Presented for your approval are the revisions to Policy JR and Regulation JR-R, *Student Records*. House Bill 2514 amends A.R.S. 15-102 and A.R.S. 15-142 relating to parental involvement in schools and student directory information. Policy JR and Regulation JR-R have been updated to ensure compliance with the new requirements.

Revisions to Policy JR include requirements for a school to only disclose directory information relating to students if the school first notifies the parent/legal guardian or eligible student of:

1. The types of information that the school will designate as directory information;
2. The right of the parent/legal guardian or eligible student to refuse the school's designation of any or all of the types of information about the student as directory information; *and*
3. The period of time within which a parent/legal guardian or eligible student must notify the school in writing that they do not want any or all of the types of information about the student designated as directory information.

A school may not disclose a student's address, telephone number, or email address unless *either* consent has been given in writing *or* the parent/legal guardian or eligible student has not opted out of the disclosure pursuant to subsection A of A.R.S. 15-142 (i.e., disclosure to individuals who inform students of educational or occupational opportunities and official military recruiting representatives). Additionally, student transcripts may not be released to representatives of postsecondary institutions or the armed services of the United States unless the student consents in writing to the transcript release.

The definition of *eligible student* (p. 3) has also been updated in Policy JR.

Key revisions to Regulation JR-R include the following:

- Clarification of the definition of *eligible student* (p. 1).
- *Governing Board* was replaced with *District* on pages 5 and 14.
- On page 6, this sentence was added: *The District shall provide the student with a transcript release form that allows the student to designate in separate check boxes whether the transcript is to be released to postsecondary institutions, the militia of this state or the armed services of the United States, or to any combination of these entities.*

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**RECOMMENDED MOTION: I move that the governing board approve the revisions to Policy JR and Regulation JR-R, *Student Records*, as presented.**