

District: Tupelo Public School District
Section: J - Students
Policy Code: JRAB - Compliance with FERPA

BOARD POLICY

1. The Family Educational Rights and Privacy Act of 1974 (FERPA) is intended to protect student and parent privacy rights and to create a binding legal obligation on schools not to disclose education records or personally identifying student information without permission from the parent/guardian or student who is over eighteen years old (emancipated student). Improper disclosures subject the District to loss of federal funds and may subject the staff member who improperly discloses to personal liability for releasing information without proper authorization.
2. a. Under FERPA, the parents/guardians of a student under 18, or an emancipated student, have a right to inspect and review any and all official records, files and data, including all material that is incorporated into each student's cumulative record folder and intended for school use or to be available to parties outside the school or school system, specifically including, but not limited to, identifying data, academic work completed, level of achievement, (grades, standardized achievement test scores), attendance data, scores on standardized intelligence, aptitude, and psychological tests, health data, family background information, teacher or counselor ratings and observations, and verified reports of serious or recurrent behavior patterns.

b. ~~District staff members should be sure that records of this nature are~~ **Records of this nature may not be** disclosed without the permission of a parent/guardian or eligible student. ~~However, student homework, assignments and/or classroom work does not fall within this prohibition; such work need not be protected from disclosure and may be displayed. However, s~~Student grading of classmates' tests, papers and/or assignments is ~~also~~ permissible.
3. a. FERPA allows unrestricted release of directory information about students which may include the student name, address, telephone number, picture, height and weight of athletes, extracurricular activities, awards, honor rolls, electronic listings, Internet web pages, and other information which is typically found in school yearbooks, programs, bulletins and student newspapers.
b. At least once each year, parents/guardians will be notified by the school of their right to restrict release of directory information. If a parent/guardian requests a restriction from disclosure, the student's file will be clearly marked to avoid unintentional release of the information.
4. There are certain conditions under which prior consent is not required to disclose personally identifiable information. These conditions include but are not limited to disclosure to school officials who have legitimate educational interests; health or safety emergencies (imminent danger to student or others); child abuse. If there are questions about whether a request for information falls within any of these exceptions, the school attorney should be consulted prior to any disclosure.
5. The Board authorizes the superintendent to establish administrative procedures consistent with this policy.

Last Review Date: _____
Review History:[1/1/1900][1/1/1901]