

BOARD POLICIES	STUDENT INFORMATION (BP-10001) METRO TECHNOLOGY CENTERS	The on-line version of the policy is official. Therefore, all printed versions are unofficial copies.
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1.0 POLICY:

Metro Technology Centers will maintain permanent records of student achievement, progress and other data required to facilitate the delivery of appropriate instruction and related educational services, including those obtained through participation in Internet-based courses, in accordance with the Family Educational Rights and Privacy Act (FERPA) guidelines.

All individual student education records are confidential and should be treated as such. Pertinent information from these records will be accessible only to authorized officials.

The Family Educational Rights and Privacy Act (FERPA) gives parents/guardians of children under the age of 18 certain rights such as to copy, inspect and review student education records maintained by the District. These rights transfer to the student at age 18.

No student data, including from students who participate in Internet-based instruction courses, shall be used for any purposes other than those that support the instruction of the individual student. Aggregated student data may be used to identify strengths and improvement opportunities relative to the delivery of instruction and related educational services.

The board directs the superintendent or designee to develop appropriate procedures related to this policy.

2.0 LEGAL REFERENCE: 20 U.S.C.A. § 1221 et seq., 51 O.S. § 24A.16, 70 O.S. § 6-115

3.0 CROSS REFERENCE: N/A

4.0 REVISION HISTORY:

<u>Date:</u>	<u>Revision</u>	<u>Description of Revision:</u>
11-13-95	A	Adopted
1-8-96	B	Revised
9-22-03	C	Reformatted
12-15-03	D	Legal references reviewed and revised as necessary
11-22-04	E	Revised
9-13-11	F	Title changed from Confidentiality of Student Information to Student Information; revised header and footer formats, as well as date formats under Revision History. Revised policy. Statutory citations updated.

5.0 PCF FRAMEWORK #: 4.2.4 Manage student records; 10.1 Manage federal, state, and local regulatory requirements

***** End of Policy *****