

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE**Student Records**

The Dutchess County BOCES shall comply with the provisions of the "Family Educational Rights and Privacy Act of 1974." Under its provisions, parents of a student under eighteen (18), or eligible students, have a right to inspect and review the education records of the student.

"Education records" means those records that are directly related to a student and are maintained by Dutchess County BOCES or by a party acting for Dutchess County BOCES.

"Parent" includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian. Non-custodial parents are granted full rights under the Act unless Dutchess County BOCES has been provided with evidence of a court order, State statute or legally binding document relating to such matters as divorce, separation or custody that specifically revokes these rights.

"Eligible student" means a student who has reached 18 years of age or is attending an institution of postsecondary education.

Access to Student Records

The Board directs that administrative regulations and procedures be formulated to comply with the provisions of Federal Law relating to the availability of student records. The purpose of such regulations and procedures shall be to make available student records and files on students to parents or eligible students, and to insure the confidentiality of such records with respect to third parties.

Challenge to Student Records

Parents or eligible students shall have an opportunity for a hearing to challenge the content of the school records, to insure that the records are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data contained therein.

Student Directory Information

The BOCES shall annually inform parents or eligible students of their right to refuse the release of student directory information and indicate a time period for their response. Following such notice and a reasonable response period, the BOCES may release such information to an outside group without individual consent. In certain instances, directory information may be transmitted via electronic means (e.g., World Wide Web).

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In accordance with the Family Education Rights and Privacy Act (FERPA), Dutchess County BOCES has designated student directory information as the following: name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height (if members of athletic teams), dates of attendance, degrees and awards received, the name of the educational agency or institution previously attended by the student, and student photographs.

Family Educational Rights and Privacy Act of 1974
20 United States Code (USC) Section 1232(g)