STUDENTS: Promotion and Retention

Student Records

I. Philosophy

A. The Board of Education of Baltimore County (Board) recognizes the rights of parents to inspect and review their child’s student records and the right to have any information which is determined to be inaccurate misleading, or not required by law removed from the student records upon request.

B. The Board recognizes the right of parents to verify the deletion of their child’s student data and records as provided by law, regulation or policy.

C. The Board further recognizes its responsibility to maintain student records in accordance with federal and state law and regulations and to protect student records from disclosure except where federal and state legislation provides for, or requires, disclosure.

II. Compliance

A. Parents and guardians shall be notified with their child’s fourth quarter report card of the procedures for reviewing their child’s student records.

B. Parents and guardians shall be notified annually of the procedures for verifying systemwide deletion of their child’s student data and records.

III. Implementation

The Board directs the Superintendent to implement this policy.

Legal References:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act (FERPA)
20 U.S.C. §1400, et seq., Individuals with Disabilities Education Act
20 U.S.C. §7908, Armed Forces Recruiter Access to Students and Student Recruiting Information
34 CFR 300.623, Safeguards
Annotated Code of Maryland, General Provisions Article §§4-101 to 4-601 (Public Information Act)
COMAR 13A.08.02, Student Records
COMAR 13A.08.07, Transfer of Educational Records for Children in State-Supervised Care

Related Policies:
Board of Education Policy 5100, Compulsory Attendance
Board of Education Policy 5110, Admission
Board of Education Policy 5420, Health Services
Board of Education Policy 6202, Technology Acceptable Use Policy (TAUP) for Students

Policy
Board of Education of Baltimore County
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