347

STUDENT RECORDS

The district maintains student records for each student attending school in the district which assist the school in providing appropriate educational experiences. State and federal laws require that the maintenance of such records assure confidentiality. Accordingly, only those individuals or agencies specifically authorized by state or federal law are granted access to a student's records. Exceptions shall only be made when the student's parent/guardian or an adult student grants permission for the release of student records.

An adult student, or the parent/guardian of a minor student, may inspect their individual student records kept by the school in accordance with established guidelines and may challenge the content of a student's records if he/she believes the records are inaccurate, misleading or in violation of the student's rights of privacy. Complaints regarding student records may be made to the Superintendent.

Building principals shall have primary responsibility for the collection, maintenance and dissemination of student records in accordance with state and federal laws and established district guidelines.

Legal References: Sections 115.812(2) Wisconsin Statutes

118.125 118.126 118.127 118.51 118.52

146.81 - 146.83

252.15 938.396

Chapter 19, Subchapter IV

Family Educational Rights and Privacy Act (20 U.S.C. Section 1232g, 34

C.F.R. Sec.99)

Cross References: Board Rule 347, Guidelines for the Maintenance and Confidentiality of

Student Records

347.1, Directory Data/Information

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