

## **CONFIDENTIALITY-FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords parents and eligible students certain rights with respect to the student's education records. The parent or eligible student has a right to:

- Inspect and review the student's education records;
- Seek to amend the student's education records;
- Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent (see Releasing Information below); and
- File a complaint with the US Department of Education concerning alleged failures by the school to comply with the requirements of the act.

Parents wishing to review their children's records should contact the school office.

## **RELEASING INFORMATION**

Woodland School District is permitted by state and federal law to disclose student information without consent in the following cases:

- If a school official needs to review an education record to fulfill his or her professional responsibility;
- If information is requested by another school district in which a student seeks or intends to enroll; and
- If the information requested is directory information. Directory information includes data such as student's name, photograph (for use in public information), date and place of birth, address, phone number, grade, dates of attendance, most recent previous school attended, diplomas and awards received and participation in recognized activities and sports.

Though schools may release directory information without obtaining the prior consent of parents, school officials use their discretion as to whether they release such information to third parties.

Please note that under FERPA, parents have the right to request nondisclosures of any or all of the above information.

## **PUPIL RIGHTS-PPRA**

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding the conduct of surveys, collection and use of information for marketing purposes and certain physical exams. These include the rights to:

- Consent before students participate in a survey that concerns one or more of the protected areas: political affiliations or beliefs; mental or psychological problems; sex behaviors or attitudes; illegal, anti-social or self-incriminating behavior; legally recognized privileged relationships; religious practices, affiliations or beliefs; and income, other than required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of any other protected information survey; any non-emergency, invasive physical exam or screening required as a condition of attendance, except for those required under state law; and activities involving collection, disclosure, or use of personal information obtained from students for marketing.
- Inspect upon request and before administration of use any protected information surveys of students; instruments used to collect personal information from students for any marketing, sales or distribution purposes; and instructional material used as part of the educational curriculum.

## **PUBLIC RECORDS**

Pursuant to Chapter 42.17 RCW, parents and other members of the public have the right to inspect and copy public records retained by the District, including records pertaining to employee discipline, unless the records are exempt from public disclosure under state law.

## **LEGISLATION REGARDING MILITARY RECRUITERS**

Section 952B of the No Child Left Behind Act, also known as Armed Forces Recruiter Access to Students and Student Recruiting Information, requires schools to provide student contact information to military recruiters and institutes of higher education unless a parent has opted out of providing such information

## **CHILD IDENTIFICATION PROCEDURES**

The district conducts Childfind activities for the purpose of locating, evaluating, and identifying students with a suspected disability who are residing within district boundaries. Childfind activities apply to children who are not currently receiving special education and related services. Parents having concerns about their child's health, hearing, intellectual functioning, language, learning, movement, serious behavioral needs, speech, or vision can call the school or district office.

## **DRUG-FREE SCHOOLS**

The Woodland School District supports and enforces drug-free schools.

Use and/or possession of alcohol and illicit drugs is unlawful, wrong, and harmful. A student shall not knowingly possess, use, transmit, be under the influence of, or show evidence of having used alcohol or any controlled illegal, addictive, or harmful substances of any kind (including anabolic steroids) while on school grounds or at a school activity, function, or event.

Violation of this policy shall result in the following:

- The parent(s) will be notified to discuss appropriate treatment.
- The school administration may request the assistance of a law enforcement official investigating the source of the substance.
- Appropriate school disciplinary action will be taken.

To ensure the safety, health and well-being of all students, the district is committed to a program that emphasizes drug and alcohol abuse prevention, intervention, aftercare support and necessary corrective actions. While the primary obligation to seek assistance rests with the student

and his/her parent(s), school staff shall work with the home and community to develop and implement a comprehensive prevention and intervention program. The district shall seek the support and cooperation of public and private agencies as necessary.

## ***NON-DISCRIMINATION/TITLE IX***

Woodland School District assures that all its students have an opportunity to enroll in classes, programs and extra-curricular activities without regard to race, color, national origin, sex, or handicap. The district complies with all state and federal rules and regulations and does not

discriminate on the basis of race, color, national origin, sex, or disabilities. This holds true for all district employment and student opportunities. Inquiries regarding compliance and/or grievance procedures may be directed to the district office.

## **SEXUAL HARRASSMENT & BULLYING**

The District and School Board recognize their responsibility to provide a working environment for employees and a learning environment for students that is free from all types of discrimination, including sexual harassment and bullying. Sexual harassment is illegal, and procedures have been developed that provide for receiving and investigating a complaint from any staff member or student. To make a confidential report, contact the school office.

## **TEACHER & PARA EDUCATOR QUALIFICATIONS**

Federal law permits parents of children in Title I Schools to request information on the professional qualifications of their child's teachers and Para Educators. Specifically, parents have the right to ask for the following information:

- Whether OSPI has licensed or qualified the teacher for the grades and subjects he or she teaches.
- Whether OSPI has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

If you would like to know if your child's school is a Title I School and/or receive any of this information, please call Vicky Barnes at 841-2700.

## **COLLEGE CREDIT PROGRAM INFORMATION**

Each senior high school shall publish information annually concerning the entrance requirements and the availability of programs in the local area that lead to college credit, including classes such as advanced placement, running start, tech-prep, skill centers, college in the high school, and international baccalaureate programs. In addition, each senior high school

shall enclose information of the names and contact information of other public or private entities offering such programs, including online advanced placement programs, to its students if the school has knowledge of such entities. For information on programs and offerings available to Woodland students, contact the high school counseling department.

### **SPECIAL EDUCATION FUNDING**

Each year our Special Education Department applies for the Federal Fund grant through The Office of Superintendent of Public Instruction (OSPI). This grant will support the district's special education programs and services and help provide an equal and quality education for all students. Parents can review the application by contacting the Special Education Department.

### **CHILD ABUSE PREVENTION**

Woodland School District works with state agencies (including OSPI) to establish a coordinated primary prevention program for child abuse and neglect. Parents may refuse to have their children participate in the program.

### **MCKINNEY VENTO ACT**

Woodland School District is required to provide notice of the education rights of homeless students. Please contact the district office for more information.

### **NO CHILD LEFT BEHIND ACT**

In accordance with the NCLBA, Woodland School District provides notices to parents and the public including annual reports and progress reviews; school improvements; teacher qualifications; student achievement information; and a variety of information about the status of English Language learners.

### **INDIVIDUALS WITH DISABILITIES EDUCATION ACT**

Under IDEA, Woodland School District provides a copy of procedural disability safeguards upon request. Please contact the special services offices if you would like one.

### **ASBESTOS PLAN**

Woodland schools engage in a continuous asbestos surveillance program to assure that there are no asbestos problems or danger to students and employees. A copy of the District's asbestos management plan is available for review at the district office.

### **PESTICIDES**

Washington State law requires all school districts to adopt a pesticide policy and related procedures for implementing the policy. It is Woodland School District's intent to take steps that will promote a safe and healthy environment for children, staff, parents and others who visit the schools. Information regarding the use of pesticides in the District is available at the district office.

### **MENINGOCOCCAL DISEASE**

State law requires schools to provide meningococcal information to parents and students in grades 6-12.

Meningococcal disease, commonly known as meningococcal meningitis, strikes up to 3,000 adolescents and adults in the U.S. each year. A vaccine is available and it can help protect against up to 83% of the disease cases occurring among adolescents and young adults. Vaccination is not required for school attendance.

For additional information, see the following web site:

National Meningitis Association

<http://www.nmaus.org/programs/pta/index.htm>

The Woodland School District complies with all federal rules and regulations and does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. This holds true for all district employment and opportunities. Inquiries regarding compliance procedures may be directed to the school district's Title IX Officer, Vicky Barnes, (360) 841-2700 & 504 Coordinator: Deb Kernen, (360) 841.2720.