

Prior Consent to Release

Personally identifiable information will not be released without prior written and dated consent of the parent or the student 18 years or older or emancipated. Certain personally identifiable information may be released upon written request as defined in policy JOA - Directory Information.

Notice of and/or request for release of personally identifiable information shall specify the records to be disclosed, the purpose of disclosure and the identification of person(s) to whom the disclosure is to be made. Upon request of the parent or eligible student, the district will provide a copy of the disclosed record.

Definition

Personally identifiable information includes, but is not limited to:

1. Student's name if excluded from directory information as requested in writing by the student or the student's parent(s);
2. Name of the student's parents or other family member;
3. Address of the student or student's family if excluded from directory information as requested in writing by the student or the student's parent(s);
4. Personal identifier such as the student's social security number or student ID number;
5. A list of personal characteristics that would make the student's identity easily traceable;
6. Other information that would make the student's identity easily traceable.

Exceptions to Prior Consent

The district may disclose personally identifiable information without prior consent under the following conditions, subject to administrative regulation adopted by the district:

1. The disclosure is to other school officials, including teachers, within the district who have a legitimate educational interest.
2. The disclosure is to officials of another school within the district.
3. The disclosure is to authorized representatives of:
 - a. The Comptroller General of the United States;
 - b. The secretary of the United States Department of Education;
 - c. State and local educational authorities; or
 - d. The Oregon Secretary of State's Audit Division
4. The disclosure is in connection with financial aid for which the student has applied or which the student has received.
5. The disclosure is to organizations conducting studies for, or on behalf of, the district.
6. The disclosure is to accrediting organizations to carry out their accrediting functions.
7. The disclosure is to comply with a judicial order or lawfully issued subpoena.
8. The disclosure is to the parents of a dependent student, as defined in Section 152 of the Internal Revenue Code of 1986.
9. The disclosure is in connection with a health or safety emergency.

10. The disclosure is information the district has designated as "directory information."
11. The disclosure is to the parent(s) of a student who is not an eligible student or to an eligible student.
12. The disclosure is to officials of another school, school system, institution of post-secondary education, an education service district (ESD), state regional program or other educational agency that has requested the records and in which the student seeks or intends to enroll or is enrolled or in which the student receives services.
13. The disclosure is to the Board during an executive session pursuant to ORS 332.061.

END OF POLICY

Cross Reference: Policy JOA

Legal References:

Statutes:

ORS 30.864

ORS 107.154

ORS 326.565

ORS 326.575

ORS 336.187

ORS 339.26

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