

BEND-LA PINE SCHOOLS
Administrative School District No. 1
Deschutes County, Oregon
ADMINISTRATIVE REGULATION

Name: Student Record Subpoena (Subpoena Duces Tecum)
Section: Students
Code: JRC-AR

When the District, or one of its representatives or employees, is served with a judicial order or subpoena compelling the disclosure of information related to a student, the District will make a reasonable effort to notify the parent or eligible student of the judicial order or subpoena in advance of compliance so that the parent or eligible student may seek protective action, except as provided below. The notice provided to a parent or eligible student will be in substantially the same form as the notice that is attached to this administrative regulation. The District will provide this notice to parents or eligible students as soon as reasonably possible to ensure that parents or eligible students have an adequate opportunity to seek protective action. However, the District will respond to the subpoena within the time prescribed therein.

The District may disclose information without notice to the parent or eligible student if the disclosure is in compliance with:

- a) A federal grand jury subpoena and the court has ordered that the existence or contents of the subpoena or the information furnished in response to the subpoena not be disclosed; or
- b) Any other subpoena issued for a law enforcement purpose and the court or other issuing agency has ordered that the existence or contents of the subpoena or the information furnished in response to the subpoena not be disclosed.

LEGAL REFERENCES:

Family Education Right to Privacy Act (FERPA)
34 CFR Part 99.31
ORS 326.565
OAR 581-021-0371

Reviewed: 10/11/10
Approved: 10/11/10