

ST. HELENS SCHOOL DISTRICT

2015-16 LEGAL NOTICES

1.

Notice Regarding Student Records

NOTICE IS HEREBY GIVEN to parents/guardians of students in St. Helens School District No. 502 that the directory information provided may be published in accordance to School Board policy and shall be effective for the 2015-16 school year.

Directory Information is designated as: student name, address, telephone listing, electronic address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, and dates of attendance; weight and height of athletic team members; degrees, honors or awards received; and the most recent previous school or program attended. Exclusion from any or all directory categories named as Directory Information or release of information must be submitted in writing to the school principal by the parent/guardian, student 18 years of age or emancipated student within 15 days of this annual public notice.

This announcement is in keeping with the guidelines established for the protection of student records and for the legitimate release thereof. The confidentiality of academic and behavior records of students shall continue to be upheld as a matter of District concern for student records and personal rights of individuals.

2.

Equal Education Assurance

In conformance to Federal Title 6, Title 9 and Section 504 of the Rehabilitation Act, St. Helens School District 502 has established the following policy regarding Equal Educational Opportunities:

The St. Helens School District does not discriminate on the basis of age, sex, sexual orientation, race, religion, color, national origin, disability, marital or parental status, linguistic background, culture, capability or geographic location in providing education or access to benefits of educational services, activities and programs in accordance with Title VI of the Civil Rights Act of 1964 as amended; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended; and Title II of the Americans with Disabilities Acts.

Superintendent Mark Davalos is designated to coordinate compliance with these legal requirements and may be contacted at the District Office located at 474 N. 16th Street, St. Helens, OR for additional information and/or compliance issues.

3.

School District Seeks Youth With Disabilities

St. Helens School District and the Northwest Regional Education Service District would like assistance in locating children from birth to age 21 with a disability who have not graduated from high school and are currently not attending or receiving other special services from public schools. Oregon and federal laws mandate educational services for children with disabilities. The Northwest Regional ESD provides educational services for eligible children from birth to kindergarten. Local school districts offer educational

programs and services for eligible children from kindergarten through high school. Services provided are appropriate to each child's disability. Parents/guardians or others who know a child age five through 21 with a disability who is currently not receiving educational services can contact Lori Thompson, Director of Special Education, at the St. Helens School District Office at (503) 397-3085. For children from birth to age five with disabilities, contact the Northwest Regional ESD at (503) 614-1446.

El Distrito Escolar Busca a Menores con Discapacidades

Al Distrito Escolar St. Helens y al Distrito de Servicio de Educación Regional del Noroeste (*Northwest Regional Education Service District*) les gustaría recibir ayuda para encontrar a menores desde el nacimiento hasta la edad de 21 años que tienen una discapacidad, que no se han graduado de la escuela preparatoria (*high school*) y que actualmente no están asistiendo ni recibiendo otros servicios especiales de parte de las escuelas públicas. Las leyes de Oregon y federates ordenan servicios educativos para menores con discapacidades. El Distrito de Servicio de Educación Regional del Noroeste presta servicios educativos para niños que reúnen los requisitos desde el nacimiento hasta el kindergarten. Los distritos escolares locales ofrecen programas y servicios educativos para menores que reúnen los requisitos desde el kindergarten hasta la escuela preparatoria. Los servicios prestados son adecuados para la discapacidad de cada menor. Los padres, tutores u otras personas que conocen a un menor entre las edades de cinco a 21 años con una discapacidad que actualmente no está recibiendo servicios educativos pueden comunicarse con Lori Thompson, Directora de Educación Especial, en la Oficina del Distrito Escolar St. Helens al (503) 397-3085. Para niños desde el nacimiento a la edad de cinco años con discapacidades comuníquese con el Distrito de Servicio de Educación Regional del Noroeste al (503) 614-1446.

4.

Access to Student Information by Military or College Recruiters

St. Helens School District receives funds from the federal government under the *No Child Left Behind Act of 2001*. These funds are used in a variety of ways to provide additional help to students in greatest academic need. The law also requires that districts receiving these funds must, upon request, provide military recruiters, colleges and universities access to the names, addresses and telephone listings of secondary students.

It is important for you to know that a secondary school student or his/her parent or guardian may request that the student's name, address, and telephone number not be released by the district *without prior written parental consent*. If you would like to make such a request, please contact your child's guidance counselor.

5.

Education Rights of Homeless Children and Youth

St. Helens School District is actively seeking to enroll children and youth who are homeless.

- *Who is considered "homeless"?* Homeless children and youth are minors who lack a fixed, regular, and adequate nighttime residence. This includes children and youth who:

- are sharing housing with other persons due to loss of housing, economic hardship or a similar reason;
 - are living in motels, hotels, camping grounds or trailer parks due to the lack of alternative adequate accommodations;
 - are living in emergency or transitional shelters, cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;
 - are abandoned in hospitals;
 - are awaiting foster care placement;
 - have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
 - are migrant children and youth (as defined under NCLB Title IC-Migrant Education) who qualify as homeless because they are living in circumstances described above.
- *What are the education rights of homeless children and youth?* St. Helens School District provides equal and comparable access to all students regardless of their home living situation. Homeless children and youth have specific rights that include:
 - Immediate public school enrollment and, when desired or feasible, at the student's "school of origin" provided it is in the best interest of the student.
 - Transportation services and meal programs.
 - Education services and programs for which the student is eligible such as Title I, special education, programs for students with limited English proficiency, professional technical programs, and talented and gifted programs.

If you are homeless or know of a child or youth that is homeless and not attending school, please contact St. Helens School District's Homeless Liaison, Kristi Ward, for information and enrollment assistance:

District Liaison: Kristi Ward Telephone: 503-397-3085
 Address: 474 N. 16th Street, St. Helens, OR 97051

6.

**Family Educational Rights and Privacy Act (FERPA)
Annual Notice of Student Education Record Privacy**

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive federal funds.

FERPA gives parents/guardians certain rights with respect to their child's education records. When a student reaches the age of 18 or attends a post-secondary school or college, the parent/guardian rights transfer to the student and the student is then an "eligible student" under the law. Under FERPA, parents/guardians and eligible students have the following rights:

- 1) To inspect and review the student's education records maintained by the school within 45 days of the school's receipt of a written request. The request should identify the record(s) being inspected. The school is not required to provide copies of records and may charge a fee if copies are requested.
- 2) To request that a school correct records believed to be inaccurate or misleading. The request must be in writing and clearly specify:
 - (a) the part of the record requesting to be changed, and
 - (b) why it is inaccurate or misleading.If the school decides not to amend the record, the parent/guardian or eligible student has the right to a hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement in the record about the contested information. The school is not required to consider requests for grade or disciplinary decisions, opinions of school officials in the education record, or the student's special education determination.
- 3) To control the disclosure of student personally identifiable information from their education record, parents/guardians may request that the school, with certain exceptions, obtain parent/guardian written consent prior to the disclosure of student information. Exceptions which permit disclosure without parent/guardian consent include disclosure to school/district staff with legitimate educational interest; a person or company with whom the district has contracted to perform a special task (i.e. attorney, auditor, therapist); a person serving on the school board, a parent or student serving on an official committee such as a grievance or disciplinary committee or assisting another school official; and/or an official of another school district in which a student seeks to enroll. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill a professional responsibility.

If you have questions concerning student records, please call your school principal.