

Board Members

John C. Combs, Board Chairman
Robin Gabbard
Debbie Hignite McIntosh
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**Superintendent
Jonathan Jett**

August 7, 2014

**Assistant Superintendent
Johnny Wooton**

Dear Parent/Guardian:

**Chief Academic Officer
Cindy Gabbard**

Notification of Rights under FERPA For Elementary and Secondary Schools

**Director of Special Education
Harvey Colwell**

The Family Education Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

**Director of Technology
Michael Smith**

These rights are:

**DPP
Jeff Brashcar**

- (1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School Principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time a place where the records may be inspected.
- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the School to amend a record should write the School Principal for appropriate school official, clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them to their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A School official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the Perry County School District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Perry County School District to comply with the requirements of FERPA. The name and address of the office that administers FERPA are: Family Policy Compliance Office; U.S. Department of Education; 400 Maryland Avenue, SW; Washington, DC 20202.

**Federal Programs
Bridget Maggard**

**Finance Officer
Jody Maggard**

**Food Service
Linda Campbell**

**Instructional Supervisor/CCR
Kristie Collett**

**Instructional Supervisor
Scott Johnson**

**Preschool/Family Resource
Susie Sizemore**

**Psychometrist
Jay Richie**

**Student Health
Nancy Crawford**

**Athletic Director
Eddie Browning**

Respectfully,

Jonathan Jett
Superintendent

Mission: Perry County students raising the standard for lifelong learning.

Vision: The vision of Perry County Schools is to ensure student success, as measured by college and career readiness, through the building and sustaining of appropriate systems for continuous academic achievement and lifelong endeavors