

PEARL CREEK



CHARTER SCHOOL

**2026 Parent &
Student Handbook**

Pearl Creek STEAM Charter School

Parent and Student Handbook

School Year 2026-2027 • Grades K-6

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1. Welcome

Hello families! Welcome to Pearl Creek STEAM Charter School (PCSC)! Your student's education is most successful as a partnership between educators, family, & your student. This handbook is a guide for our journey together. Inside you will find information designed to make this year smooth & successful. It is important to familiarize yourself with its contents & PCSC policies to ensure we are aligned in supporting your child's growth & success. Please read ahead for:

- ways to partner with your child's teachers & staff
- how to be a part of building & contributing to PCSC culture
- ways to participate in the PCSC community & activities
- how to partner with us to guide your child through their education & the expectations they will experience as a student at PCSC.

We are glad you are here!

School contact information:

- School address: 700 Auburn Drive, Fairbanks, Alaska 99709
- Principal/Head of School: TBD
- Website: www.pearlcreeksteamschool.com
- APC email/contact: APC@pearlcreeksteam.org

2. Mission, Vision, and Program Model

Mission

PCSC students engage in interdisciplinary projects and place-based learning and use critical thinking, creativity, and innovation to solve real-world problems, building confidence and skills for a technologically advanced future.

Program Highlights

The Pearl Creek STEAM Charter School's educational plan for grades K-6 is designed to inspire innovation, deepen academic knowledge, and prepare students for future STEAM careers. By integrating Alaska's academic standards with project-based and inquiry-driven instruction, we cultivate problem solvers, innovators, and lifelong learners. The Pearl Creek STEAM Charter School's commitment to community engagement, family involvement, and continuous assessment ensures student success and the sustainability of the program.

- Standards-aligned instruction in English language arts and mathematics
- STEAM integration across the school day and throughout core content
- STEAM Exploration blocks that allow students to pursue interest-based learning
- Weekly extended lab time and field experiences to deepen inquiry and application
- Community partnerships and family involvement as a key component of school culture

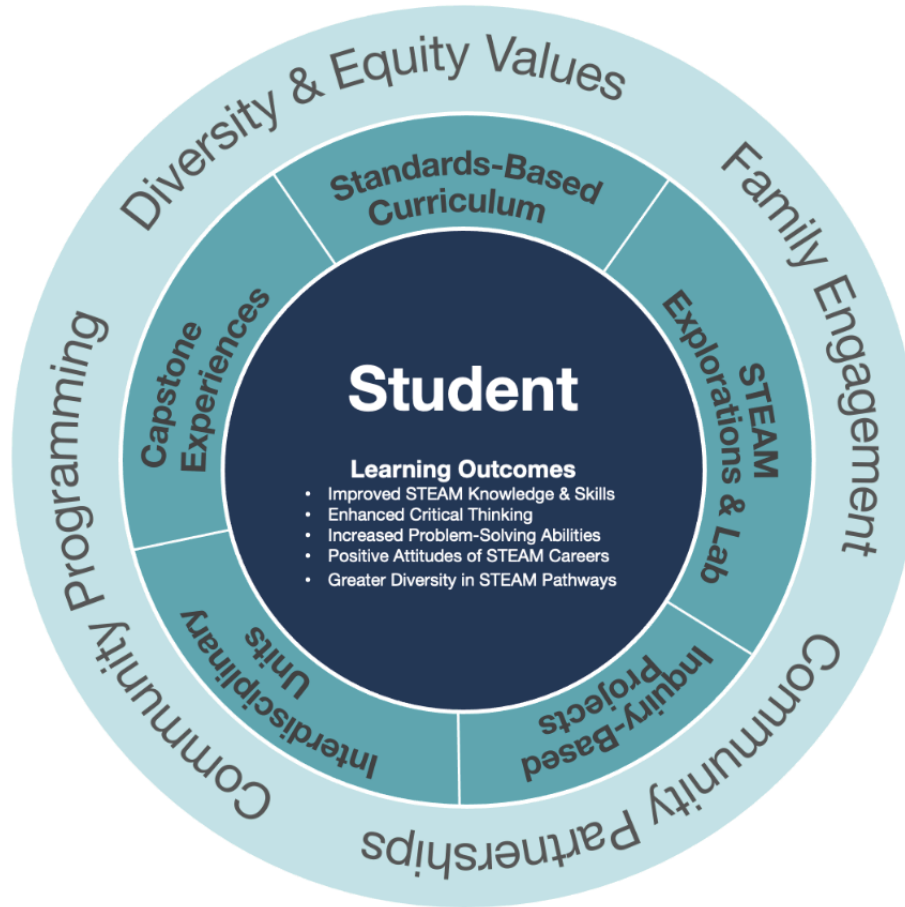


Figure 1. The Pearl Creek STEAM Charter School Learning Model

Schedule Overview

PCSC will publish an annual bell schedule. A typical week includes core instruction (ELA/Math), integrated science and social studies, and STEAM Explorations. Fridays emphasize extended lab time, project work, and field learning when feasible.

- Daily start and end time 9:15 am to 3:45 pm
- 30 min. recess and lunch blocks
- Friday lab/field learning structure will vary by grade level and subject/content
- 30 min. specials (PE, library science, music, counseling)

**Finalized schedule will be available the first week of August*

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9:15-9:30	Morning Work	Morning Work	Morning Work	Morning Work	Morning Work
9:30-10:00	Spelling/ Grammar	Spelling/ Grammar	Spelling/ Grammar	Spelling/ Grammar	Friday STEAM Exploration Lab or field Trip
10:00-10:30	Writing	Writing	Writing	Writing	
10:30-11:15	Reading	Reading	Reading	Reading	
11:15-11:45	Walk to Read	Walk to Read	Walk to Read	Walk to Read	
11:45-12:15	RECESS	RECESS	RECESS	RECESS	RECESS
12:20-12:50	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:50-1:30	Specials (Gym, Music, etc.)	Specials	Specials	Specials	Specials
1:30-2:10	Math	Math	Math	Math	Math
2:10-2:40	STEAM Exploration (student choice by grade level)	STEAM Exploration	STEAM Exploration	STEAM Exploration	Reading
2:40-3:10					Writing
3:10-3:40	Social Studies	Social Studies	Social Studies	Social Studies	Class Meeting
3:40-3:45	Pack Up/Dismissal	Pack Up/Dismissal	Pack Up/Dismissal	Pack Up/Dismissal	Pack Up/Dismissal

Figure 2. Sample Daily/Weekly Schedule

Outdoor Learning and Weather

PCSC values safe outdoor time and outdoor learning. Families should ensure students arrive with appropriate seasonal gear (boots, gloves, hats, snow pants, etc.).

Weather policy:

- Indoor recess threshold: Students will go outside for recess until -20, if the temperature is colder than -20 students will stay inside for recess.
- Extreme cold procedures: If it is colder than -40 all field trips and extra curricular activities will be cancelled, families will be notified in the event of extreme cold temperatures. If it is colder than -20 we will hold indoor recess and precess.
- If students are lacking the appropriate winter gear the school will have extra gear to borrow during the school day.

Gear Requirement by Temperature Range

Kindergarten-3rd Grade

- 32 - 0: snow pants or rain pants (if there is snow/puddles on the ground), jackets, hats, gloves, boots
- 0 - -20: snow pants, warm coat, hat, gloves, neck gaiter/face mask, boots

Intermediate Students-4-6th grade

- 32 - 0: jacket, hats, gloves
- 0 - -20: snow pants, warm coat, hat, gloves, boots

If families are in need of winter gear please contact our front office or teacher and we will ensure students have the appropriate winter gear.

3. Governance and Decision-Making

Academic Policy Committee (APC)

PCSC is governed by an Academic Policy Committee (APC), a group of parents, teachers and community members. The APC sets policy, approves the annual budget, and provides oversight consistent with the charter agreement. Day-to-day operations are led by school administration.

APC Members

- Shawna Henderson - Ex Officio
- Kristi Downing
- Paula Addis
- Dawn Olund
- Ben Loeffler
- Heidi Wood
- Jennifer Redmond
- Maurine McGinty
- Edgar Henry

APC Meetings and Transparency

- APC meetings are held regularly and are open to the public, except as allowed for executive sessions.
- Agendas and minutes will be posted on the school website.
- Public comment procedures will be published with meeting notices.

4. Enrollment, Admissions, and Lottery

PCSC is a public school. Enrollment is open to all students eligible to attend the district, subject to capacity. PCSC Pupil-Teacher Ratios (PTR) are listed below by grade. When PTR increases between sequential grades, this creates an opportunity for entry of new students.

PTR Per Grade

- 18:1 (kindergarten),
- 22:1 (1st-3rd grade)
- 24:1 (4th-6th)

PCSC Enrollment Growth Plan

PCSC will open as K-6 with 352 students with plans to expand.

Depending on community and teacher interest PCSC will either (A) expand to K-8, by adding 7th grade in 2027-2028, and 8th grade in 2028-2029. No more than 4 grades may have 3 classrooms, so the number of Kindergarten classes will be 3 for 4 years and then 2 for 5 years.

Alternatively, PCSC will (B) remain a K-6 school but expand by adding an additional Kindergarten class each year, until each grade level has 3 classes, capping out in 2030-31 school year with 468 students.

Growth Option A

	PTR	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032
K	18:1	3	3	3	2	2	2
1	22:1	3	3	3	3	2	2
2	22:1	2	3	3	3	3	2
3	22:1	2	2	3	3	3	3
4	24:1	2	2	2	3	3	3
5	24:1	2	2	2	2	3	3
6	24:1	2	2	2	2	2	3
7	24:1	0	2	2	2	2	2
8	24:1	0	0	2	2	2	2
Total Enrollment		352	422	492	498	500	502

Growth Option B

	PTR	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032
K	18:1	3	3	3	3	3	3
1	22:1	3	3	3	3	3	3
2	22:1	2	3	3	3	3	3
3	22:1	2	2	3	3	3	3
4	24:1	2	2	2	3	3	3
5	24:1	2	2	2	2	3	3
6	24:1	2	2	2	2	2	3
Total Enrollment		352	374	396	420	444	468

Application Window

Application windows will be consistent with FNSBSD public charter schools to support parents and families making decisions and having options in the same timeframe unless extenuating circumstances arise. Generally the application window opens in mid January and closes in mid April.

Lottery and Waitlist

If applications exceed capacity in any grade, PCSC will conduct a lottery for the impacted grade(s) and maintain a waitlist in the order established by the lottery and applicable preferences.

How Enrollment Works

Step 1: Applications Close

After the enrollment window closes, we group applications by grade level. If there are more students than available spots in a grade, we use a lottery system to fill those seats.

Step 2: Priority Groups

Students are placed into priority groups for the lottery based on our admissions policy. These groups are considered in this order:

1. Children of teachers and staff
2. Children of founding members
3. Returning students
4. Siblings of enrolled students
5. Title I or Migrant Education students
6. All other applicants

Step 3: Random Lottery Within Each Grade Level

Within each grade level, every student is assigned a random number.

Step 4: Create the Order List

We create a final list for each grade by:

- Starting with the highest priority group
- Ordering students within each priority group based on their random number

Step 5: Offer Seats

We offer spots to students in order from the list.

- If a student is accepted and they have a sibling who also applied, we will try to place the sibling as well by moving them up the list when possible.

Step 6: Waitlist

Once all spots are filled:

- Remaining students are placed on a waitlist
- Families will be notified of their child's position on the waitlist

Enrollment Lottery Process



Figure 3. The Pearl Creek STEAM Charter School Enrollment Lottery Process

Enrollment Offer & Acceptance Timeline

If the number of applications exceeds available seats, enrollment will be determined through a lottery process.

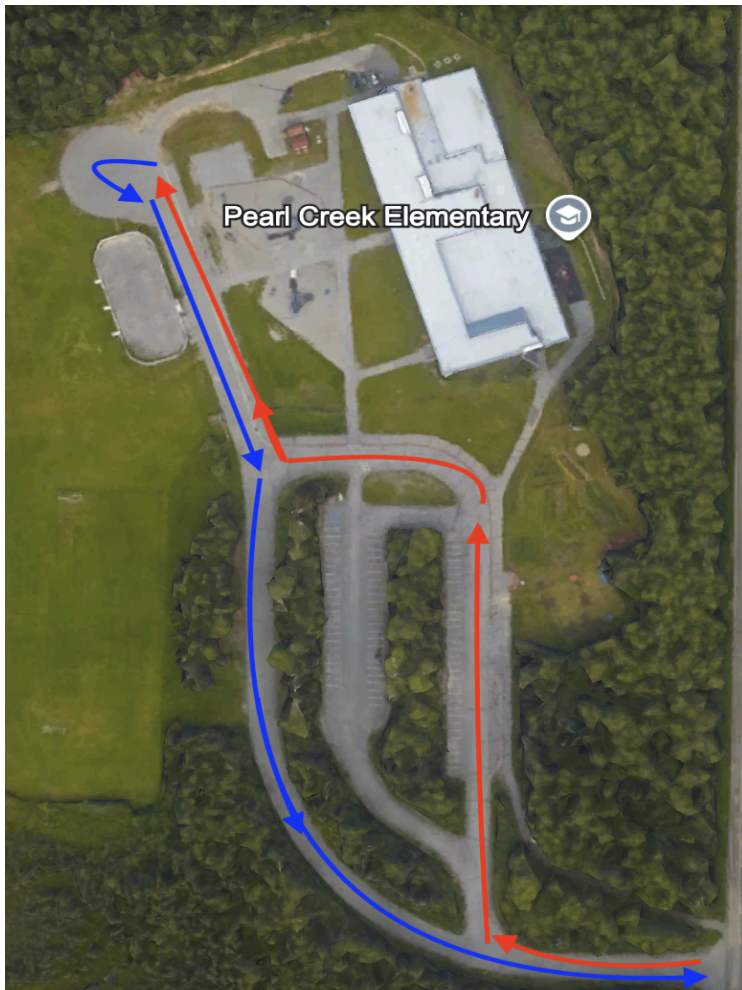
- **Notification of Results:** Families will be notified of lottery results in April, aligned with other District Charter schools, following the lottery process via email and/or phone.
- **Acceptance Deadline:** Families offered admission must accept or decline the offer within **48 hours** of notification.
- **Failure to Respond:** If no response is received within the 48-hour window, the offer of admission will be considered declined, and the seat may be offered to the next student on the waitlist.
- **Waitlist Movement:** As seats become available, offers of enrollment will be made to students on the waitlist, each with the same 48-hour response requirement.

Waitlist & Mid-Year Enrollment

If all available seats are filled, students will be placed on a waitlist in the order determined by the lottery. When there are openings between annual lotteries the waitlist is used to fill vacancies. As seats become available, families will be contacted in waitlist order and will have **48 hours** to accept or decline the offer.

5. School Calendar, Hours, Arrival, and Dismissal

PCSC follows the district academic calendar unless otherwise approved and published.



Hours

- Student day: 9:15-3:45
- Office hours: 8:30-4:30
- Supervision begins: Students may be dropped off for outside recess at 9:00 am

Arrival and Dismissal Procedures

Students can be dropped off 15 minutes prior to the start of the school day (9:00 am). Students are to wait on the playground for precess. Please see the map for the end of day pick-up procedures.

Early Dismissal Sign-out Procedures

Parents or guardians must sign students out in the office.

Late Pick up Policy

Please pick up students no later than 3:45, if there are extenuating circumstances please call the front office, if there are recurring late pick ups we will hold an SST meeting to help support families.

Figure 4. Map of End of Day Pick-up Procedure

6. Attendance, Tardies, and Make-Up Work

Regular attendance is essential for student success. Families should report absences promptly and work with the school to address attendance concerns.

Reporting Absences

- Call or email the office: contact@pearlcreeksteam.org
- Provide the student's name, teacher, reason for absence, and expected return date.

Pearl Creek STEAM Charter School Attendance Policy

Children will attend school in accordance with the Pearl Creek STEAM Charter School Attendance Policy, which states: A student is considered in violation of the attendance policy when absences exceed 20 total school days in a school year. Students who are late will be marked as tardy. Four tardies will count as one half-day absence and will count towards the 20-day absence limit in one school year. If students are absent unexcused for 10 consecutive days, the school will contact the family to help address the attendance issue. Parents/Guardians of a student with an attendance policy violation may submit a written appeal to be considered by the APC. If the student violates the attendance policy after the appeal in the same school year, the student will be exited at the end of that school year and default to the Parent Student Handbook Attendance policy for readmittance (see lottery section of the handbook), if so desired.

Tardies and Early Pick-Up

- Students arriving ten minutes after the start bell must check in at the office and will be counted tardy.
- Students leaving early must be signed out by a parent/guardian or authorized adult.

Homework

- Students in grades K-3 will have nightly reading from 10-30 min. In addition, they may have 10-15 minutes of other assigned homework.
- Students in grades 4-6 may have 30 minutes of nightly reading. In addition, they may have 20 minutes of other assigned homework.

**Not all students work at the same speed; if homework consistently takes longer please reach out to your child's teacher to make individual adjustments.*

Make-Up Work

Teachers will communicate make-up expectations. For extended absences, families should coordinate with the teacher for a realistic plan.

7. Academics, Assessment, and Reporting

Instruction and Curriculum

PCSC provides standards-aligned instruction and uses STEAM integration to deepen understanding and relevance.

Assessment

PCSC administers required state/district assessments and uses classroom-based measures including performance tasks, projects, and portfolios.

Reporting and Conferences

- **Report card schedule:** End of Quarter dates for the 2026/2027 school year. October 16th, December 18th, March 5th and May 20th. Please see the attached calendar for more information. [2026-27 Academic Calendar](#)
- **Parent-teacher conferences:** October 8th and 9th, 2026 and February 11th and 12th, 2027
- **Progress monitoring and intervention communication:** Students will be progressed, monitored and assessed regularly, if teachers or families have any academic/behavioral concerns please notify the classroom teacher. The classroom teacher will initiate the Student Support Team process where we will come together as a team and look at data and evidence to determine the best path forward.

8. Student Supports (IEP, 504, ELP, MTSS)

PCSC is committed to serving all students, including students with disabilities, English learners, and students requiring academic or behavioral support.

Special Education and Related Services

- **Referral and evaluation process:** Please contact your child's teacher with any academic/behavioral concerns. Our Student Support Team (classroom teacher, principal, special education teacher and any other school team members, along with families) will meet and plan the next steps for your child. Steps may include planning intervention strategies based on review of your child's classwork, assessment data and prior progress. The team will meet periodically to review progress. A referral for a special education evaluation may be recommended if your student is not making progress with interventions.
- **Case management and service delivery model:** PCSC will have onsite case managers to help support students IEP needs
- **Parent participation in IEP meetings and progress updates:** Special Education case managers will send home quarterly progress reports based on students' individualized educational plans and annually families will be invited to an IEP meeting to review/update goals, accommodations and modifications. Families can call an IEP team meeting at any time outside of the annual IEP meeting if there are concerns or changes that need to be made to best support the student.

504 Plans

Students with a disability that substantially limits a major life activity may be eligible for accommodations under Section 504. Contact the school for support.

English Learner Services

PCSC provides appropriate language support consistent with district and state requirements.

9. Family Engagement and Volunteering

Family partnership is a cornerstone of PCSC. We welcome family involvement in classrooms, field experiences, school events, and APC committees.

Volunteer Expectations

We are so excited to work alongside our Pearl Creek STEAM families to provide an exceptional education for our students. A charter school truly thrives on partnership between educators, families, and students, and we invite you to be part of that community in whatever way works best for your family. There will be a variety of volunteer opportunities throughout the year, and families who are able to contribute time are encouraged to do so. Our goal is for each family to contribute the equivalent of 20 hours annually, as this support helps our school operate smoothly and enriches the student experience.

That said, we know every family's capacity looks different. Volunteer hours will never be a barrier to enrollment or participation at PCSC. We will offer a volunteer hour bank so families who are able to give more time can help support those who cannot. If you're unable to volunteer, there will be other ways to contribute to the life of the school, and we are always happy to work with families to find what feels manageable and meaningful.

Please begin the district volunteer packet as soon as possible so that background checks can be complete in time for our school year to begin.

10. After-School Clubs and Extended Learning

Pearl Creek STEAM Charter parents, teachers and community partners provide quarterly after school clubs. The programming of these clubs changes each quarter to match the season and instructor availability. These come at a small cost to parent(s) or guardians(s) and provide after school care in which students have time to learn new skills and hobbies. These are very popular programs and often fill entirely within a short period of time. An example of an existing after-school enrichment program schedule can be seen below. The afterschool program will vary in cost with the average cost of \$25.00. There are scholarships available for those who may need them. Students are expected to be picked up no later than 5:00. If families fail to pick up students in a timely manner they will be asked not to participate in the After School Club.

Class Title	Day	Instructor	Grade	Size	Location	Cost
Knitting Club	Monday	Ms. Hammer	4-5th	15	326	\$25
Volleyball (Girls)	Monday	Heidi Joye	4-5th Girls	12	Gym	\$25
Sewing Club	Monday (4/1-5/6)	Marla Statscewich	4-5th	10	235	\$25
Soccer Club (primary)	Tuesday	Mr. O'Regan	2nd-3rd	10	Gym	\$25
Soccer Club (intermediate)	Tuesday	Mr. O'Regan	4-5th	10	Gym	\$25
Comedy Club	Wednesday	Molly Proue	4-5th	7	222	\$25
Kickball	Thursday	Scott Shirar	4-5th	11	Gym	\$25
Art Club	Thursday	Christine Fik	K	15	Commons	\$25
Alaska Animal Science Club	Thursday (starts 4/4, no club 4/11, then 4/18-5/9)	Dane Happ	1st	15	235	\$25

Figure 5. After School Club Example Schedule

11. Transportation

PCSC is committed to pursuing long-term solutions that prevent transportation from being a barrier to attendance. We are exploring grant funding opportunities to expand transportation services. Our transportation policy will be updated to reflect any changes and innovations guided by the APC.

Until otherwise amended, our transportation policy will be to utilize district transportation as described in the FNSBSD policy BP 3540. This policy offers transportation to charter students along existing bus routes on a space-available basis. We will work closely with the FNSBSD to maximize the number of students served by this option.

If the FNSBSD does not have space available or otherwise elects to provide transportation funding instead of transportation, as outlined in AS 14.09.010 (e), the APC will delegate transportation planning to a committee.

12. Student Behavior, Discipline, and School Culture

PCSC is committed to fostering a safe, respectful, and inclusive learning environment where all students can thrive. We teach and reinforce positive behavior and respond to misbehavior with developmentally appropriate, restorative, and consistent practices.

Our school culture is grounded in values that reflect the traditions of the Athabascan people, including self-sufficiency and hard work; respect for others, elders, and community; care for family; honesty and fairness; sharing and cooperation; respect for the land and nature; and respect for knowledge and wisdom gained through experience. These values guide how we build relationships, approach learning, and support one another as a school community.

If a student's behavior impacts the learning or safety of themselves or others, the student support team will meet to determine appropriate next steps. This may include the development of a Functional Behavior Assessment (FBA) and a Behavior Intervention Plan (BIP), with a focus on supporting the whole child and maintaining a positive school community.

Code of Conduct

As members of the Fairbanks North Star Borough School District, Pearl Creek students and families are strongly encouraged to review the [Student Rights, Responsibilities and Behavioral Consequences Handbook](#). All other FNSBSD Board Policies and Administrative Regulations are on the district website under the school board tab.

Bullying, Harassment, and Discrimination

PCSC does not tolerate bullying, harassment, or discrimination. Reports will be investigated promptly following district procedures.

If a student or parent is made aware of any reports of bullying, harassment, or discrimination, please report to the front office immediately.

Progressive Discipline and Due Process

PCSC will align discipline procedures with district policy and applicable law, including parent notification and student due process as appropriate.

Cell Phones & Electronic Devices

Personal electronic devices (including cell phones, tablets, mp3 players, etc.) may be brought to school, but must remain turned off and kept out of sight in a backpack and/or lockers. Students may only use personal electronic devices with permission and supervision of school staff members.

13. Health, Medication, and Wellness

Health and safety policies follow district and state requirements.

Student Health

While attendance is a priority, so is proper health. If a child becomes ill during the school day, the office will be notified and then the parent will be contacted. Students are expected to be fever-free for at least 24 hours before returning to school.

PCSC does not have a school nurse. Our authority to perform nursing-type tasks are very limited. Please contact the office if you have questions pertaining to your child.

FNSBSD Immunization Information:

<https://www.k12northstar.org/departments/nursing-services/parentguardians/immunization-requirements-and-resources>

Medication

PCSC staff may administer or hold/store medications in some situations. If your child needs medication during the school day please contact the front office.

14. Safety and Emergency Procedures

PCSC maintains secure entry procedures and conducts required emergency drills. The school will keep a copy of our crisis management plan in the front office that details our response to emergency protocols.

Students who are aware of potentially dangerous situations are expected to report it to school authorities right away. Failure to do so will result in disciplinary consequences for aiding and abetting that behavior.

15. Communication and Family-School Partnership

PCSC will communicate frequently and transparently with families.

- Communication will be via email/ParentSquare/phone calls between families and classroom teachers.
- A weekly school and classroom newsletter will be sent to all families.
- Teachers will reply to families in a timely manner within 2 school days.
- Concern resolution pathway (teacher → principal → APC as appropriate)

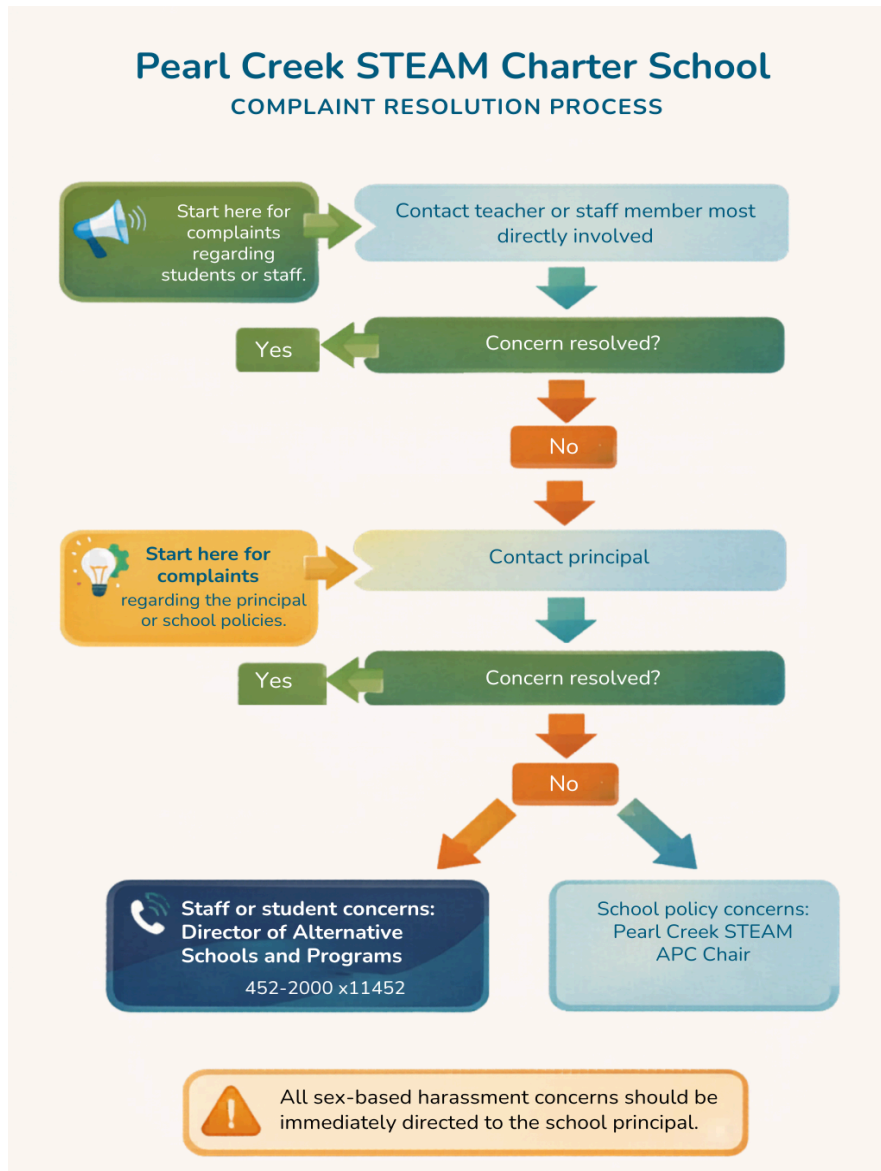


Figure 6. The Pearl Creek STEAM Charter School Complaint Resolution Process

16. Fees, Fundraising, and Donations

PCSC may fundraise and seek grants to enhance STEAM programming and student experiences.

17. Required Notices

Nondiscrimination Notice

The Board is committed to a policy of nondiscrimination in relation to race, ethnicity, color, religion, creed, sex, age, national origin, physical or mental disability, genetic information, marital status, changes in marital status, pregnancy, parenthood, sexual orientation, gender identity, disabled veterans, or other eligible veterans, or any other basis of discrimination prohibited by local, state, or federal law, except where a bona fide requirement may lawfully disqualify an individual. This policy will prevail in all matters concerning staff, students, contractors, the public, educational facilities, programs, services and activities, and individuals with whom the district does business.

It is the policy of the Fairbanks North Star Borough School District to maintain a learning and work environment that is free of harassment. The school district prohibits all forms of harassment. Harassment includes but is not limited to any verbal, nonverbal, written, or physical conduct, or electronic communication relating to race, ethnicity, color, religion, creed, sex, age, national origin, physical or mental disability, genetic information, marital status, changes in marital status, pregnancy, parenthood, sexual orientation, gender identity, disabled veterans, or other eligible veterans, that is sufficiently severe, pervasive, or persistent that it substantially interferes with or limits an individual's work, academic, athletic or activity performance or creates an intimidating, hostile, or offensive work or academic environment.

Allegations of harassment must be reported immediately to the building principal, a supervisor, Student EEO Specialist, or Employee Relations Specialist. Allegations of harassment will be promptly, fairly, and thoroughly investigated. Violations of this policy will be subject to appropriate action, including discipline up to, and including expulsion from school or termination of employment. Some forms of sexual harassment will warrant an investigation under Title IX. Such forms are outlined in School Board Policy 131.2. Retaliation against a person alleging harassment or participating in an investigation of alleged harassment is prohibited. The school district shall promptly, fairly, and thoroughly investigate all reported allegations of retaliation and take appropriate action.

Contact Information

Student Concerns:

Sean Ottoson

Student EEO/Title IX Specialist

(907) 452-2000 x11379

Employee Concerns:

Employee Relations Specialist

(907) 452-2000 x11395

FERPA Overview

The Family Educational Rights and Privacy Act (FERPA) is a federal law enacted in 1974 that protects the privacy of student education records. It applies to all educational institutions and agencies that receive funds from the U.S. Department of Education.

Who Must Comply

All School district staff and employees within the State Department of Education and Early Development (DEED) who handle, review, or have access to student education records must comply with [FERPA regulations](#).

Key Provisions of FERPA

- Right to Inspect and Review Records: Parents or eligible students (18+ or attending postsecondary institutions) have the right to review education records maintained by the school.
- Right to Request Amendment: If records are inaccurate or misleading, parents or eligible students can request corrections.
- Right to Consent to Disclosure: Schools must generally have written permission before releasing student information, except under specific permitted exceptions.

- Right to File a Complaint: Complaints about FERPA violations can be submitted to the U.S. Department of Education.

What Are Education Records?

Records that are directly related to a student and maintained by an educational institution or party acting on its behalf. This includes grades, transcripts, class lists, student schedules, and health records (if maintained by the school).

Directory Information

FERPA allows schools to disclose, without consent, 'directory information' such as name, address, telephone number, date of birth, honors, and attendance dates. However, parents and eligible students must be given the opportunity to opt out of such disclosures.

FERPA Exceptions Relevant to State/District Staff

- Legitimate Educational Interest: Employees may access student records only if their job responsibilities require it.
- Audit or Evaluation: DEED may access records to audit or evaluate federally or state-supported education programs.
- Studies for or on behalf of the School: Information may be shared to conduct studies to improve instruction, provided data privacy safeguards are in place.
- Judicial Orders or Subpoenas: Records may be released to comply with a lawfully issued subpoena or court order (with appropriate notification to the student/parent unless prohibited).

Best Practices for School Employees

- Only Access What You Need: Access only the data necessary to fulfill your job duties.
- Secure Data: Use secure systems for storing and transmitting student data. Avoid using personal devices or unsecured email.
- Training: Participate in regular FERPA and data privacy training.
- Breach Protocol: Report any suspected or actual data breach immediately according to Local policy.
- Consult Before Sharing: Always verify if disclosure is permitted before sharing any student information, even internally.

FERPA Contact and Training

- U.S. Department of Education, Family Policy Compliance Office: <https://studentprivacy.ed.gov>
- FERPA federal web site: <https://studentprivacy.ed.gov/ferpa>
- FERPA 101 Training for school districts from the US Department of Education: <https://studentprivacy.ed.gov/training/ferpa-101-local-education-agencies>
- FERPA 201 Training for Data Sharing requirements and processes from the US Department of Education: <https://studentprivacy.ed.gov/training/ferpa-201-data-sharing-under-ferpa>

- Parents Rights under FERPA Document from the US Department of Education:
https://studentprivacy.ed.gov/sites/default/files/resource_document/file/A%20parent%20guide%20to%20ferpa_508.pdf