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On October 11, 2023, a complaint was filed with the New York State Education

- specifies the records that will be disclosed, *i.e.*, those pertaining to “academic performance”;⁴
- states the purpose of the disclosure, *i.e.*, to “celebrate scholar progress, encourage high academic performance, and inspire scholars to go Beyond Z,”⁵ and
- identifies the party or class of parties to whom the disclosure may be made: “in the school building and on virtual classroom platforms.”⁶

Finally, the School argues that its use of the term “academic performance” in the Form is unambiguous. As evidence, the School cites a scholarly study⁷ that asserts the terms “academic achievement” and/or “academic performance” are commonly understood within the education community to refer to a student’s grades and/or GPA.

In light of the School’s request for reconsideration, my Office contacted Complainant with additional questions. Complainant provided a copy of the Form that she electronically signed on May 3, 2022. Complainant contends that she has not received any (e)4 (c)4 (6n)-10 (c)4 (0 (c)4 (0 (c)w 12 -t)

- Explain to the parent(s), guardian(s), or eligible students to whom the disclosure of student records will be made (*e.g.*, students' GPAs are shared with their classmates), and
- Provide the parent(s), guardian(s) or eligible students with instructions in the Form regarding their right to request a withdrawal of their consent in the future;¹⁸

Attached to this determination as Exhibit B is a model FERPA compliant consent form prepared by the SPPO. This consent form must be used as an example by the School when revising its parent consent form.

Finally, I remind the School, a public school, that Education Law §2-d and the regulations found in Part 121 require protection of students' PII, whether or not it conflicts with its instructional methodology.



Louise DeCandia, Esq.
Chief Privacy Officer
New York State Education Department
89 Washington Avenue
Albany, NY 12234

¹⁸ Student Privacy Policy Office, 'FERPA & Coronavirus Disease 2019 (COVID-19) FAQ' Sample FERPA consent form (pg. 9) (March 2020).

Exhibit A
Display of Scholar Work Form
Showcase your Scholar's Work!

The halls and classrooms of our schools are beautiful by design and showcasing work by our exceptional scholars helps bring them to life. Celebrating academic success and charting scholar progress also

Exhibit B

[Sample FERPA Consent Form]

Disclosure of Information Protected by the Family Educational Rights and Privacy Act by _____ [Name of School/School District] to [Name of Appropriate Authority]

Pursuant to the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 C.F.R. part 99), the written consent of a parent or eligible student is required before the education records of a student, or personally identifiable information contained therein, may be disclosed to a third party, unless an exception to this general requirement of written consent applies. If a student is age 18 years or older, or is enrolled in an institution of postsecondary education, he or she is an “eligible student” and must provide written consent for the disclosure of his or her education records or personally identifiable information contained therein.

I, hereby agree to allow _____ [SCHOOL OR DISTRICT NAME] to disclose the following personally identifiable information or education records:
_____ [Specify education records or personally identifiable information that may be disclosed] on _____ [Name of Student] to [Name of Appropriate Authority] for the purpose of [State purpose of disclosure]
_____.

You may withdraw your consent to share this information at any time. A request to withdraw your consent should be submitted in writing and signed.