

A background image showing three people in a professional setting. On the left, the back of a man's head and shoulders are visible. In the center, a woman with dark curly hair is looking towards the right. On the right, a woman with long blonde hair is smiling at the camera. They appear to be in a meeting or training session.

TRAINING FERPA 101

Introducing A4L's FERPA 101 Training!

Privacy matters more than ever in K-12 education. There is both renewed federal attention to FERPA compliance and real-world consequences to failing to protect student records, including community backlash, loss of trust, and negative publicity. The A4L educator FERPA training is a go-at-your-own-pace training designed for school and district decision makers (e.g. tech directors, principals) to quickly learn the requirements, including explanations from national experts, case studies, relevant examples, and comprehension questions.

What does the training cover?

The course provides a practical introduction to FERPA, what it is, and why it matters. Specifically it covers:

- ◆ how FERPA defines and protects student information,
- ◆ what rights parents and students have,
- ◆ when and how schools can share data,
- ◆ what notices schools are required to give parents,
- ◆ other relevant privacy laws schools need to know, and
- ◆ the potential consequences of not following the law.

What does it cost?

A4L Community Members get 2 free seats for the training.

\$100/seat - individual seats

\$50/seat - bulk-buy (minimum 50 seats)

Find out more:

<https://privacy.a4l.org/services-ferpa-101-training/>

What does the training cover?

Module 1: FERPA (8:58)

1.1 Introduction

Consequences for not following FERPA; Primary goals of FERPA; Historical context for why FERPA was originally passed and why it is still relevant today; Who FERPA regulates.

Module 2: Parental Rights (23:32)

2.1 Introduction to Parental Rights

Who has rights under FERPA?; Overview of parental rights under FERPA; Defining Personally Identifiable Information (PII).

2.2 Education Records

Defining Education Records; Challenges with Education Records (e.g., surveillance video, records relating to multiple students, facial recognition technology, emails); Maintaining education records with third-party providers.

2.3 Inspect & Review

Challenges with responding to parent requests for access; Other considerations (e.g., required timeframe for response, whether you have to provide copies); Working with third-parties that hold the records (contracts and vendor obligations under FERPA); Parent right to request record amendment.

Module 3: Sharing Student Information (21:20)

3.1 Parental Consent and School Official

Requirements when gathering parental consent; Lesson learned about consent from US ED's Agora letter; Challenges when obtaining parental consent; Overview of exceptions to the consent rule; Sharing with third-party providers with the school official exception.

3.2 Directory Information

Directory information exception requirements; Limitations on using directory information, particularly with edtech; School's ability to limit directory disclosures.

3.3 Other FERPA Exceptions

Health and safety exception; Sharing with law enforcement (subpoenas and other legal orders); Audit and evaluation exception; Studies exception and SDPC's National Research Data Privacy Agreement (NRDPA).

Module 4: FERPA Exemptions (4:22)

4.1 Common FERPA Exemptions

Records that are not FERPA-protected education records (personal observation, sole possession); Law enforcement unit records; Challenges with deidentifying records.

Module 5: Annual Notices (9:08)

5.1 Annual Notices

Directory information notice requirements; FERPA annual notice requirements, particularly when using the school official exception; PPRA notice requirements.

Module 6: Enforcement (3:11)

6.1 Investigations and Enforcement

Current trends in FERPA enforcement; Process US ED follows to investigate FERPA complaints; Penalties for FERPA violations.

Module 7: Other Relevant Laws (3:55)

7.1 Other Laws

Individuals with Disabilities Education Act (IDEA); National School Lunch Act (NSLA); Handling when different laws overlap; Common requirements in state laws.

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