

# A. W. BEATTIE CAREER CENTER

SECTION: PROGRAMS  
 TITLE: STUDENT RIGHTS/SURVEYS  
 ADOPTED: May 27, 1999  
 REVISED: August 21, 2014  
 APPROVED: September 25, 2014

235. STUDENT RIGHTS/SURVEYS	
1. Purpose	This policy sets forth guidelines by which student rights and responsibilities are determined, consistent with law and regulations.
2. Definition	Personal information means individually identifiable information including a student's or parent's/guardian's name, address, social security number or telephone number.
3. Authority SC 510 Title 22 Sec. 4.4, 12.1, 12.3, 12.4, 12.9	<p>The Joint Operating Committee (JOC) has the authority and responsibility to establish reasonable rules and regulations for the conduct and department of career center students. At the same time, no student shall be deprived of equal treatment and equal access to the educational program, due process, a presumption of innocence, and free expression and association, in accordance with JOC policy and school rules.</p> <p>Surveys conducted by outside agencies, organizations and individuals shall be approved by the Joint Operating Committee based on the Executive Director's recommendation, prior to administration to students.</p>
4. Guidelines Title 22 Sec. 12.2, 12.3	Attendant upon the rights established for each student are certain responsibilities, which include regular attendance; conscientious effort in classroom work and homework; conformance to JOC policies and school rules and regulations; respect for the rights of students, administrators, and others; and expression of ideas and opinions in a respectful manner.
Title 22 Sec. 12.3 Pol. 218	A listing of students' rights and responsibilities shall be included in the Code of Student Conduct, which shall be distributed annually to students and parents/guardians.
20 U.S.C. Sec. 1232h	A student who has reached the age of eighteen (18) years possesses the full rights of an adult and may authorize those school matters previously handled by a parent/guardian, other than matters involving special education under the Individuals with Disabilities Education Act.
Pol. 105.1	<u>Instructional Materials</u>
20 U.S.C. Sec. 1400 et seq.	The parent/guardian shall be notified annually that all instructional materials, including teachers' manuals, audiovisuals, and other supplementary instructional material used in the instructional program shall be available for inspection by the parents 'guardians of students, in accordance with Board policy. Instructional materials do not include tests or academic assessments.

Surveys/Evaluations

All surveys and instruments used to collect information from students shall relate to the career center's educational objectives.

Title 22  
Sec. 12.41  
20 U.S.C.  
Sec. 1232h

The parent/guardian shall be informed of the nature and scope of individual surveys and their relationship to the educational program of their child and the parent's/guardian's right to inspect, upon request, a survey created by a third party prior to administration or distribution to a student. Such requests shall be in writing and submitted to the building principal.

Title 22  
Sec. 4.4  
20 U.S.C.  
Sec. 1232h

No student shall be required, without written parental consent for students under eighteen(18) years of age or written consent of emancipated students or those over eighteen (18) years, to submit to a survey, analysis, or evaluation that reveals information concerning:

1. Political affiliations or beliefs of student or parent/guardian.
2. Mental and psychological problems of the student or family.
3. Sexual behavior or attitudes.
4. Illegal, antisocial, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom respondents have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or parent/guardian.
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

Title 22  
Sec. 4.4  
20 U.S.C.  
Sec. 1232h

However, such survey, analysis or evaluation may be conducted on a voluntary basis, provided that the student and parent/guardian have been notified of their right to inspect all related materials and to opt the student out of participation.

20 U.S.C.  
Sec. 1232h

The Career Center shall implement procedures to protect student identity and privacy when a survey contains any of the restricted subject areas listed above.

Collection Of Information For Marketing

20 U.S.C.  
Sec. 1232h

The parent/guardian has the right to inspect the material and opt out the student from participating in any activity that results in the collection, disclosure or use of personal information for purposes of marketing or selling that information. This does not apply to the collection, disclosure or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for or to students.

5. Delegation of Responsibility

20 U.S.C.  
Sec. 1232h

The Executive Director shall develop and promulgate procedures consistent with law and JOC policy to ensure that student rights under specific conditions are properly recognized and maintained.

The Executive Director or designee shall annually notify the parent/guardian concerning:

1. Contents of this policy and its availability.
2. Contents of the Code of Student Conduct/Disciplinary Procedures.
3. Approximate dates that any surveys requesting personal information may be scheduled.
4. Procedures to request access to survey instruments prior to administration.
5. Procedures for opting students out of participation in surveys.

References:

School Code - 24 P.S. Sec. 510

State Board of Education Regulations - 22 PA Code Sec. 4.4, 12.1, 12.2, 12.3, 12.4, 12.9, 12.41, 403.1

No Child Left Behind Act - 20 U.S.C. Sec. 1232h

Individuals with Disabilities Education Act - 20 U.S.C. Sec 1400 et seq.

Board Policy - 105.1, 218