

(l) Student health records shall be maintained separately from other student records and handled, according to the requirements of this subchapter, until such time as graduation or termination whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record.

Case Notes

Since an IEP team had determined that, in order for a 17-year-old student with severe emotional disturbances to receive a free appropriate public education, he needed to be educated in an out-of-district placement and, to one degree or another, his parents agreed that an out-of-district placement was appropriate, the board of education was granted permission to release the student's school records to potentially appropriate out-of-district placements and his parents were compelled to cooperate with intake procedures at prospective placements. The parents would be allowed to supplement the school records by forwarding any expert reports that they had obtained regarding the student's psychological condition or educational status to the out-of-district schools and his in-district high school. *Ramapo Indian Hills Reg'l High School Bd. of Educ. v. M.D. ex rel. A.D.*, OAL Dkt. No. EDS 07551-08, 2008 N.J. AGEN LEXIS 631, Final Decision (July 14, 2008).

6A:32-7.2 School contact directory for official use

(a) Each district board of education shall compile and maintain, but need not publish, a school contact directory for official use, which is separate and distinct from the student information directory. School personnel shall provide information from the school contact directory for official use only to judicial and law enforcement personnel, and to medical personnel who are currently providing services to the student in question. Upon request from a court, other judicial agency, law enforcement agency, or medical service provider who is currently providing services to the student in question, school personnel shall promptly verify the enrollment of a student and provide the requester with all the information about that student that is contained in the school contact directory for official use.

(b) In order for a parent or adult student to exclude any information from the school contact directory for official use,

the parent or adult student shall notify the district board of education in writing on a form prescribed by the Commissioner of Education. The form shall explain that the purpose of the school contact directory for official use is to allow judicial, law enforcement, and medical personnel to contact the parent when necessary, and that the school contact directory for official use is only accessible by school, judicial, and law enforcement personnel, and by medical personnel who are currently providing services to the student in question.

6A:32-7.3 Mandated student records

(a) Mandated student records shall include the following:

1. The student's name, address, telephone number, date of birth, name of parent(s), gender, citizenship, standardized assessment and test answer sheets (protocol), grades, attendance, classes attended, grade level completed, and year completed.
2. Record of daily attendance;
3. Descriptions of student progress according to the system of student evaluation used in the school district;
4. History and status of physical health compiled in accordance with State regulations, including results of any physical examinations given by qualified school district employees;
5. Records pursuant to rules and regulations regarding the education of students with disabilities; and
6. All other records required by the State Board of Education.

6A:32-7.4 Maintenance and security of student records

(a) The chief school administrator or his or her designee shall be responsible for the security of student records