

WESTON PUBLIC SCHOOLS
WESTON, MASSACHUSETTS 02493

Parental Notification

August 2017

Any parent whose primary language is not English has the right to have this information translated into their primary language. For more information, please contact your School Principal or, Jennifer Truslow, Director of Student Services, 781-786-5240.

Cualquier persona, cuyo idioma nativo no sea inglés, tiene el derecho de recibir este mensaje traducido. Para más información, se ruega que se ponga en contacto con el director de su escuela, School Principal o con el Director de Servicios Estudiantiles, Jennifer Truslow, 781-786-5240.

Summary of State Regulations Pertaining to Student Records, Consistent with the Standards at the Federal Level Under the Family Educational Rights and Privacy Act (FERPA) OF 1974 and M.G.L. c71, S34D.

The rights included under these regulations are granted to parents and to students who have entered the ninth grade or are at least fourteen years old, whichever comes first.

The student record consists of two parts. The transcript contains the student's and parents' names and address and telephone number; student's birth date; course titles and grades; grade level and year completed. The transcript is kept at least sixty years. The temporary record contains all other information in the school system that can identify the individual student. The temporary record is destroyed within five years following graduation, transfer, or withdrawal from the school system.

Only authorized personnel have access to information in the student record. Other persons or organizations require informed, written consent of the parent or eligible student. A parent or eligible student may: review the student record upon request, ask to have a professionally qualified staff member interpret any part of the student record, or give written consent for a person of their choice to inspect or interpret the record with them. The student record will be made available within two workdays, and the parent or eligible student may have copies made of any part of the record for a nominal fee. The parent or eligible student may add relevant information to the student record or make a written request to the principal that information already in the student record be amended or deleted.

Parents and eligible students are hereby notified of the following:

Authorized school personnel of the school to which a student transfers shall have access to the student's transcript, health record, and, if the student has been evaluated under Massachusetts Special Education Law, the educational plan and assessments pertinent to it unless the parents or eligible student requests (within 10 weekdays) that some or all of the records not be transferred.

Under regulations, the school system may release limited information for publication without consent. This information includes the student's name, class, participation in officially recognized activities and sports, honors and awards, and post high school plans. If the parent or eligible student does not want all or part of the above information released for publication without prior written consent, s/he should send the principal a written statement to that effect. More detailed information or a copy of the Student Record Regulations is available from the Office of Special Education. The telephone number is 781-529-8089.

Title-VI-Civil Rights Act of 1964

Title VI states that no person in the United States, on the ground of race, color, or national origin, be excluded

from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Weston Public Schools has adopted a grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the Title VI laws and regulations. Dr. Abbie Lareau, Assistant Superintendent of Teaching & Learning, Weston Public Schools, 89 Wellesley St., Weston, MA 02493, has been designated to coordinate the efforts of the Weston Public Schools to comply with the regulations. Her telephone number is 781-786-5220.

Title IX—Chapter 622

The intent of Title IX of the 1972 Educational Amendments (Federal) and Chapter 622 of the General Laws of Massachusetts is to ensure equality of opportunity. These laws make it clear that all aspects of public school education—courses, extra curricular activities, services, or resources —must be fully open and available to members of both sexes and of minority groups. If you have questions or concerns regarding either Title IX or Chapter 622 and how they affect you and your child, please do not hesitate to contact your child’s principal. If the issue is not resolved after this communication, contact the Title IX Coordinator, Dr. Abbie Lareau, Assistant Superintendent of Teaching & Learning, Weston Public Schools, 89 Wellesley Street, Weston, MA 02493. Her telephone number is 781-786-5220.

Section 504 of The Rehabilitation Act of 1973

If a student with a documented disability is ineligible for special education services, she or he may be eligible for a 504 Accommodation Plan. Section 504 is a civil rights law that prohibits discrimination on the basis of a disability in programs and activities that receive federal financial assistance. A student eligible for a 504 Accommodation Plan must have a physical or mental impairment that substantially limits one or more major life activities. Major life activities include walking, seeing, hearing, speaking, breathing, learning, working, caring for self, and performing manual tasks. If you have questions or concerns regarding Section 504 of the Rehabilitation Act of 1973, please contact your child’s principal or Weston’s 504 Coordinator, Jennifer Truslow, Director of Student Services, Weston Public Schools, 89 Wellesley Street, Weston, MA 02493. Her telephone number is 781-786-5240.

Massachusetts Special Education Regulations (603 CMR 28.00) & The Federal Law (IDEA-2004):

The Massachusetts Special Education Regulations and its federal counterpart (IDEA 2004) define procedures that help the Weston Public Schools to find and evaluate children ages three through 21 in need of special education services. Individualized plans are developed for each child who meets the eligibility criteria established by the Massachusetts Department of Elementary and Secondary Education. The programs outlined in these plans may range from modifications in the regular classroom, to services given directly to the child by support service staff, to programs outside the public school system for students with severe educational needs. Massachusetts Special Education Regulations and IDEA 2004 presume the first type of placement option considered for all eligible students will be the general education classroom with the use of supplemental aids and services.

Support services are provided to a student whose special education needs have been identified through an Eligibility Determination. Most of Weston’s evaluations are recommended by school staff, although parents may also request an evaluation by contacting their child’s school counselor or principal. All initial evaluations are performed with the parents’ knowledge and written consent. The provision of support services, determined at the conclusion of the evaluation, is described in an Individualized Educational Program (IEP) developed by the student’s parents and school team. The student’s progress is documented in written progress reports sent to the student’s parents. A copy of the notice of Procedural Safeguards is available from the Weston Public Schools Office of Special Education. The telephone number is 781-786-5240.

Administration of Medications in the Weston Public Schools

Massachusetts State law, under the auspices of the Department of Public Health, 105 CMR 210.000, governs the administration of prescription medications in public and private schools. Over-the-counter medications are regulated by policy from the Board of Registration in Nursing. Students attending the Weston Public Schools who require medication during school hours will be eligible to receive such medication only under the following condition: the school nurse has reviewed and approved an accepted form signed by the physician and parents. A more detailed description of the procedures involving the administration of prescription medications or over-the-counter medications may be reviewed at the nurse’s office at the High School. Contact Patricia Wright, Nurse Supervisor Patricia Wright at 781-786-5507.