

## Data Management

The Board of Education of St. Vrain Valley School District shall maintain all official records created or received in the normal course of business in a manner consistent with the requirements of the Colorado Public Records Act, the federal Family Educational Rights and Privacy Act and all other applicable Colorado and federal statutes and regulations issued pursuant to such statutes.

State law establishes the Board of Education as a state corporate entity with powers and duties to include the receipt, creation, maintenance, protection, and orderly and legal disposition of official records.

The immediate records of the Board shall be the responsibility of the secretary of the Board. All other records of the district shall be the responsibility of the superintendent. The superintendent shall perform this responsibility through a district records manager and assigned records custodian.

Adopted November 10, 1982

LEGAL REFS.: 20 U.S.C. §1232g (Family Educational Rights and Privacy Act of 1974)  
34 C.F.R. §99.1 *et seq.* (regulations)  
C.R.S. 22-32-101 through 22-32-109  
C.R.S. 24-72-201 *et seq.*  
C.R.S. 24-80-101 *et seq.*

CROSS REF.: JRA/JRC, Student Records/Release of Information on Students