

STATE OF OKLAHOMA

2nd Session of the 55th Legislature (2016)

HOUSE BILL 2784

By: Strohm

AS INTRODUCED

An Act relating to schools; amending 70 O.S. 2011, Section 24-114, which relates to student records; deleting requirement to prepare and file duplicate copies of certain student records; deleting requirement to file and permanently retain original copies of student records; directing school districts to compile, maintain and regulate student records in certain manner; authorizing school districts to store records in electronic or paper format; requiring student transcripts to be maintained for certain time period; defining transcripts; directing school districts to review and destroy certain unnecessary information; providing for certain notification; requiring disposal of certain records upon graduation, transfer or withdrawal of a student; requiring certain notification and opportunity to copy information; providing an effective date; and declaring an emergency.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. AMENDATORY 70 O.S. 2011, Section 24-114, is amended to read as follows:

Section 24-114. A. The ~~governing~~ board of education of each school district in Oklahoma shall ~~require every public school within its jurisdiction to prepare duplicate copies of individual scholastic and other permanent records relating to each pupil~~

1 ~~enrolled. The duplicate of said records shall be filed in a~~
2 ~~building separate and apart from the building where the original~~
3 ~~copy is filed or shall be filed in a fireproof vault designed for~~
4 ~~the purpose of protecting permanent records. The original copy of~~
5 ~~said records shall be filed and permanently retained by the~~
6 ~~respective public schools of this state compile and maintain both~~
7 ~~temporary and permanent records of students enrolled in the district~~
8 ~~and regulate access, disclosure or communication of information~~
9 ~~contained in the student records in a manner consistent with state~~
10 ~~and federal law.~~

11 B. School districts may store all documents and information in
12 student records either electronically or in paper format. Records
13 shall be stored, backed up and secured in accordance with standards
14 and protocol developed by the State Board of Education.

15 C. The transcript of a student shall be maintained by the
16 school district for not less than sixty (60) years following the
17 graduation, transfer or withdrawal from the district of the student.
18 For purposes of this subsection, a transcript means the permanent
19 academic record of a student and shall include but is not limited to
20 student information, an inventory of courses taken, all grades
21 received, grade point averages or class rank, all academic and
22 extracurricular honors and awards received, all degrees conferred,
23 extracurricular or after-school activities and behavior records.
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1 D. During the time a student is enrolled in a school district a
2 designee of the district shall periodically review and destroy
3 information contained in student records that is no longer necessary
4 to provide educational services to a student. The parent or
5 guardian of the affected student or the student, if the student is
6 an adult, shall be notified in writing and given an opportunity to
7 receive the information or a copy of it prior to its destruction. A
8 copy of the notice shall be placed in the temporary record of the
9 student.

10 E. Except for the transcript records as defined in subsection C
11 of this section, school districts shall dispose of information in a
12 student record in not less than five (5) years after the student has
13 graduated, transferred or withdrawn from the district. School
14 districts shall notify the parents or guardian of students or the
15 student, if the student is an adult, in writing that the information
16 will be disposed of by a certain date and that a copy of the
17 information will be provided to them if requested prior to the date
18 of disposal.

19 SECTION 2. This act shall become effective July 1, 2016.

20 SECTION 3. It being immediately necessary for the preservation
21 of the public peace, health and safety, an emergency is hereby
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1 declared to exist, by reason whereof this act shall take effect and
2 be in full force from and after its passage and approval.

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