



# Special Education Records for 2017

February 15th at NE GA RESA

February 17th in Brunswick & February 23rd at CRSA RESA

- How to handle subpoenas, request for records, ORARs & more
- What really is an educational record? (teacher notes, emails, texts, etc.)
- Recent & **Georgia** court cases, OCR, OSEP and FPCO guidance!

## Dan Murphy, Georgia School Lawyer

Dan Murphy is a partner in the education law firm of Lewis & Murphy, LLP, as well as President and CEO of the Center for School Law and Policy, Inc. For three decades, Dan has practiced almost exclusively in all areas of education law, representing and providing services on behalf of school systems throughout Georgia. Dan has authored numerous articles and presentations, and is the co-author of the Guide to the Family Education Rights & Privacy Act (Rowman & Littlefield, 2009) as well as The Fair Labor Standards Act in American Schools: A Guide for School Officials (Rowman & Littlefield, 2007). Dan is also a frequent presenter on behalf of the American Association of School Personnel Administrators, for whom he co-authored the Family & Medical Leave Compliance Manual in 2007, as well as the 2009 FMLA Supplement (2009). Dan also serves as General Counsel to the Georgia Association of School Business Officials (GASBO) and regularly presents at their annual conferences.

# Special Education Records

- 8:30 Welcome & Introduction
- 8:40 Review and Analysis of IDEA & FERPA, Rules & Cases
- What is a record: Owasso & other cases
  - Access to records: Who else, when & when it matters
  - Confidentiality, security, electronic records & the PSC
  - Other educators schools, other parents, outside agencies
- 10:40 Break (or return phone calls & emails)
- Test protocols, transcripts, report cards
  - Inspection, copying & standing requests
  - Emergencies & law enforcement
  - 504 records, retention & destruction of files
- 12:30 Class Dismissed, or stay awhile and raise the questions you were afraid to ask in public!

This Conference is designed and intended to be especially useful for the following audiences:

Special Education Directors	Student Services Directors
School Psychologists	Principals and Assistant Principals
Special Education Lead Teachers	School– level 504 Coordinators
Student Records Clerks	Special Education Administrative Staff

The Center for School Law & Policy Conferences Registration

Please complete your registration information below & mail or fax this page to:

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Mail: The Center for School Law & Policy, Inc.  
149 W. Athens Street, Winder GA 30680

Or Fax to: 770.867.7743

Name: \_\_\_\_\_ Title: \_\_\_\_\_

System/School: \_\_\_\_\_

Address: \_\_\_\_\_ City/Zip \_\_\_\_\_

Phone ( ): \_\_\_\_\_ . Email: \_\_\_\_\_

**Special Education Records 2017 (8:30-12:30 noon) (\$125.00 pp)**

\_\_\_\_\_ February 15th Athens/Winterville (NE GA RESA)

\_\_\_\_\_ February 17th Golden Isles Career Academy, Brunswick GA

\_\_\_\_\_ February 23rd Central Savannah RESA (Dearing)

**In-Service trainings in the following subjects are also being offered this School Year:**

\_\_\_\_\_ Student Discipline & Tribunal Member Training

\_\_\_\_\_ Section 504 Update for 2016-2017

\_\_\_\_\_ Family Medical Leave Act: Update Cases and Policies

\_\_\_\_\_ New, Fair Labor Standards Act Regulations

\_\_\_\_\_ Discipline and Disabled Students (2 strands: Principal/AP or Special Ed Administrators)

\*Cancellations must be received 5 business day prior to the scheduled event.

**Directions to Conference Locations:**

Golden Isles Career Academy is located at 4404 Glyngo Parkway, Brunswick, GA 31525

Central Savannah RESA is located at 4683 Augusta Hwy SE in Dearing, GA 30808

NE GA RESA is located at 375 Winter Street in Winterville, GA 30683