

Book	Policy Manual
Section	200 Pupils
Title	Parent of Record
Number	238
Status	Administrative Review

Authority

In cases where a student does not live with both natural parents, the school must operate on the basis of a parent of record for school purposes.

Guidelines

If custody has been established by a court order or agreement, the Board reserves the right to request written documentation of the custody award or agreement. All instances of legal custody of the student shall be noted in the student's file.

When the courts have awarded legal custody or there is an agreement, the right to make educational decisions for the child resides with the parent who has legal custody. In such cases, involvement of the noncustodial parent in the educational process will be subject to the custodial parent's approval.

The obligation to the custodial parent cannot be used to deny the noncustodial parent information about his/her child's educational program, academic progress, attendance, and behavior in school. Such information can only be denied if a court order specifically prohibits it.

Where there is shared legal custody, both parents may be involved in the educational process. Reasonable efforts will be made to involve both parents.

Where there is shared legal or physical custody, one parent must be a resident of the district and the student must reside with that parent at least fifty percent (50%) of the time in order to be enrolled and continue to attend classes in the district.

In those instances where a mother and father are separated or divorced and there is no custody agreement or court order regarding custody, the district will operate on the basis of a Parent of Record.

Parent of Record is that party with whom the child resides, who registered the child in school, and who is identified in the school records as being responsible for school purposes.

The Parent of Record has the primary responsibility for the educational decisions for the child, although the other parent may also participate in the educational process.

Official school records must use the child's legal name as recorded on the birth certificate or court document. School personnel will use the surname preferred by the student and the Parent of Record in day-to-day school activities.

Last Modified by Karen Kugler on June 25, 2018