**LESSON PLAN COVER SHEET**

SUBJECT: Sharing Of Information UNIT:

INSTRUCTOR(S): Dan Tiller PHONE: 210/722-0350

TIME ALLOTTED: 1 Hour

INSTRUCTIONAL AIDS: power Point Presentation

STUDENT MATERIALS: Handouts

PREREQUISITE EXPERIENCE OF THE LEARNERS: None

GOAL: To ensure that officers working in the school setting can identify the specific information they can access and with whom the information can be shared.

DATE PREPARED: 3/30/09 DATE REVISED:

PREPARED BY: Dan Tiller REVISED BY:

**INSTRUCTOR LESSON PLAN**

SUBJECT: Sharing Of Information UNIT:

LESSON OBJECTIVES:

* The student will be able to identify with whom juvenile records can be shared.
* The student will be able to identify with whom student educational records can be shared.
* The student will be able to define FERPA and its purpose.
* The student will be able to list at least two exceptions to FERPA.
* The student will be able to explain the FERPA term “designated law enforcement unit.”
* The student will be able to identify with whom the designated law enforcement unit records can be shared with.
* The student will be able to explain when an officer can be an agent of a school administrator.
* The student will be able to explain his/her authority while serving as an agent of an administrator.

**INSTRUCTOR'S LESSON PLAN**

1. PREPARATION:

Under FERPA exceptions, can an SRO access student’s educational without permission from school administration or parents?

II. PRESENTATION

KEY TOPIC POINTS:

With whom can juvenile records be shared?

With whom can student’s educational records be shared?

Who is FERPA and what is their purpose?

What is directory information?

What are the exceptions to FERPA?

As the school’s designated “law enforcement unit” what information do you have access to?

Acting as an agent of an administrator, what information can be shared with you?

III. APPLICATION: Group exercise – This exercise will test the student’s ability to share information to resolve a problem

IV. EVALUATION: Test questions

V. REFERENCES:

Texas Education Code

Texas Family Code: Title III

FERPA publication “Sharing of Information.”