



Privacy Protection Group Reports: Many Schools Use Outdated FERPA Notices

It's time to check your FERPA notices to assure they are not outdated. Learn how TransACT helps ease the burden of compliance and keeps your parent communication up-to-date. See page 2.



Updates Completed on Important Information Notice

The U.S. Departments of Education and Justice issued joint guidance around communicating the availability of translations and/or interpreters to parents. TransACT has made very important updates to their parent notices in response. See page 3.



New! EduPortal® e-Convene™ Update Released Paperless Board Meetings for Less

After nearly a year of work by the TransACT team, TransACT is proud to announce the NEW EduPortal e-Convene Paperless Board Meeting service is now available. The most frequently requested items have been added. Here is what you need to know. See page 4.

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FERPA Notices

Updates Completed on Important
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New EduPortal® e-Convene™

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Privacy Protection Group Reports: Many Schools Use Outdated FERPA Notices

According to a recent article in Education Week, the World Policy Forum, a public-interest research group whose focus is on privacy protection, reports that many schools use outdated notices to notify parents of their FERPA right to request that schools don't share directory information.

It's time to check your FERPA notices to make sure they are updated. Double-check that your school/district has notified parents of their right to opt-out.

Here's what you need to know:

1. The TransACT® GenEd and ESEA/NCLB collections have the FERPA notices you need. They are up-to-date, accurate, and in compliance with FERPA requirements. The GenEd FERPA notices are available in 21+ languages.
2. FERPA includes language about parents' right not to allow schools to disclose directory information to the public. FERPA requires that schools notify parents annually of their rights to opt-out of sharing directory information.
3. Without opt-out communication from parents, schools may publicly disclose directory information.
4. The big concern – without an opt-out, schools may share a student's directory information with third parties, who could sell that student information to others exposing the student to identify theft or other risks.

Family Educational Rights and Privacy Act – FERPA

FERPA is a law that is designed to protect the privacy of students by, in most cases, not allowing personally identifiable student information to be shared with the public. However, FERPA does allow schools to share directory information without parental consent (EDGAR 34 CFR 99.31(a)(11)). To ensure student privacy, FERPA requires that schools annually notify parents of their right to request that schools do not share directory information related to their child (EDGAR 34 CFR 99.37(a)).

World Privacy Forum

The World Privacy Forum (WPF) is launching a campaign to urge parents to choose not to allow schools to release directory information related to their students. The WPF reports that many schools have outdated notices and indicates that because of these outdated notices, many parents don't take advantage of the opportunity to opt-out of sharing their child's directory information.

Want to learn more about the TransACT FERPA parent notices, contact us at 425.977.2100 or email at support@transact.com.

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Updates Completed on Important Information Notice

The U.S. Departments of Education and Justice issued combined guidance on January 7, 2015 in the form of a “Dear Colleague Letter” related to “English Learner Students and Limited English Proficient Parents” that provided significant insight into the way schools/districts are required to communicate the availability of translations and/or interpreters to parents.

As a result, TransACT made a very important update to the “Important Information - Please Read/Complete” notices located in the TransACT Parent Notice Collections.

What you need to know:

1. The revised documents, “Important Information” and “Important Information – Title III Documents Attached” have been posted to the following five TransACT Collections:
 - a. GenEd Translation eLibrary
 - b. ESEA/NCLB Collection
 - c. Title III Collection
 - d. General EL Collection
 - e. Title III & General EL Combined Collection
2. The document changes the core message schools/districts use to communicate the availability of translations or interpreters to parents.
3. The document is available in multiple languages in each collection.

Important Information Notice

The new document provides a statement that informs parents that important information is attached (in English) from their child’s school or the district. It informs parents that the district provides written translations into as many languages as possible or practicable, and that parents can request oral interpretation of the information attached to this document.

This new document is in compliance with the January 7th guidance and is available in multiple languages. The “Important Information” notice is available in all the collections listed under point 1 above, except it is not available in the Title III Collection. The “Important Information – Title III Documents Attached” notice is only available in the Title III Collection and the Title III & General EL Combined Collection. The only difference between the Title III and non-Title III versions of this notice is in the title of the document. The content is exactly the same. A separate title that specified “Title III” was necessary to ensure that this document did not violate Title III supplanting regulations.

For more information, or if you have questions, contact us at 425.977.2100 or email at support@transact.com.

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New! EduPortal® e-Convene™ Update Released



After nearly a year of work by the TransACT team, TransACT is proud to announce that the new EduPortal e-Convene Paperless Board Meeting service is now available.

The most frequently requested items have been added and will save you even more time when preparing for your meetings. These improvements include:

- Drag and drop agenda items
- Easily initiate and record your roll call
- Cast your vote
- Use the new trash can feature
- Spell check your agendas
- Leverage the enhanced word template for your meeting minutes
- And many more!

This upgrade represents TransACT's continued commitment to keep the service up-to-date and to respond to customer suggestions. We encourage you to sign up for a FREE 30-day trial and experience the new and improved tools yourself.

FREE 30-DAY TRIAL
Register Now

For additional information, contact TransACT at 425.977.2100 option #1, or email us at sales@transact.com.

TransACT Family of Services



USED/DOJ Webinar Series: OCR Issue #8: Evaluating EL Programs

Webinar series focusing on the recent guidance issued by USED and DOJ for serving English Learners. Presented by Dr. David Holbrook. Go to: www.transact.com.



Get More Language Support

Did you know that TransACT has the ability to support more than 170 different languages? If you need access to languages that aren't currently available in your subscription, we can help. Contact Monica Passovoy at 425.977.2103 or monica@transact.com.

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