

**FLOYD COUNTY BOARD OF EDUCATION**  
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William Newsome, Jr., Board Chair - District 3  
Linda C. Gearheart, Vice-Chair - District 1  
Dr. Chandra Varia, Member - District 2  
Keith Smallwood, Member - District 4  
Steve Slone, Member - District 5

**Consent Agenda Item (Action Item):**

Consider/Approve MOU with the Kentucky Department of Education and Floyd County Board of Education regarding access to student educational records of students attending Area Technology Center by Floyd County Schools technology staff in accordance with the Family Educational rights and Privacy Act of 1974 (FERPA).

**Applicable State or Regulations:**

KRS 160.190 Duties and powers of the Board: 01.11.

**Fiscal/Budgetary Impact:**

There will be no Fiscal or Budgetary Impact to the Floyd County School District.

**History/Background:**

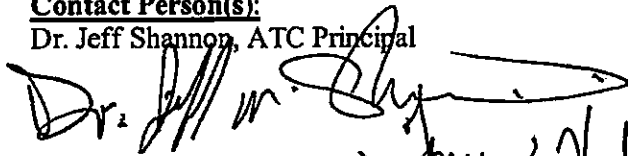
This MOU allows schools to disclose records without consent of school officials with legitimate educational interests, which typically includes teachers, staff, administrators, or third parties like contractors — but only when that access is necessary to perform their official duties.

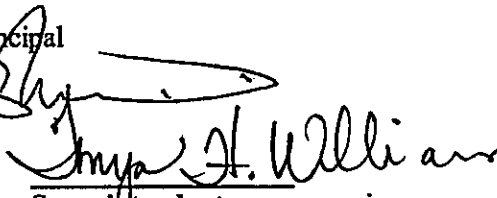
**Recommended Action:**

Approve MOU as presented.

**Contact Person(s):**

Dr. Jeff Shannon, ATC Principal

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Superintendent

**Date:**

December 10, 2025

The Floyd County Board of Education does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability in employment, educational programs, or activities as set forth in Title IX & VI, and in Section 504.

**Memorandum of Understanding**  
**between**  
**[SCHOOL DISTRICT]**  
**and**  
**The Kentucky Department of Education, Office of Career and Technical Education**

**I. Purpose**

This Memorandum of Understanding establishes an agreement between the Kentucky Department of Education (KDE) and [LOCAL SCHOOL DISTRICT] regarding access to student educational records of students attending the [ATC name] by [Local School District] technology staff in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA).

**II. Agreement**

For purposes of this agreement, pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 USC 1232g; 34 CFR Part 99), KDE hereby designates the [LOCAL SCHOOL DISTRICT NAME] technology staff as school officials with a legitimate interest in the educational records of students who attend the [ATC NAME], regardless of their home district, to the extent that access to such records is required for the district technology staff to carry out the necessary functions of the district's technology program.

The District agrees to:

1. Access and use student educational records solely for the purposes outlined above.
2. Maintain the confidentiality of all education records in accordance with FERPA and applicable state and federal laws.
3. Ensure that all district technology staff with access to student records are trained in FERPA compliance and data privacy protocols.
4. Prevent unauthorized disclosure or use of student information.

**III. Duration and Termination**

This agreement shall remain in effect from date of execution by all parties to end of fiscal year 2028, unless terminated earlier by either party with written notice. Amendments may be made upon mutual agreement in writing.

By affixing signatures below, the parties to this MOU agree that electronic approvals may serve as electronic signatures. In addition, the parties verify that they are authorized to bind the parties to this MOU and that they voluntarily accept the terms of this MOU.

**Kentucky Department of Education:**

  
Signature

Commissioner of Education  
Title

Dr. Robbie Fletcher  
Printed Name

11/21/2025  
Date

**[LOCAL DISTRICT]:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date