UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF PLANNING, EVALUATION AND POLICY DEVELOPMENT

(b)(6)

NOV 09 2010

Dear (b)(6)

This correspondence is written in reference to our November 4, 2010, conversation regarding this office's complaint procedure. As you know, this office administers the Family Educational Rights and Privacy Act (FERPA), which addresses issues pertaining to education records.

This office responded to your May 19 and September 7, 2010, correspondence regarding FERPA by letter dated October 29, 2010, in which we concluded that no violations of FERPA occurred based on the information provided by you and your child's school (see attached). Furthermore, this office informed you of the complaint process, specifically that complaints and inquiries are received via U. S. mail, and not via email. In our November 4 telephone conversation, this office reiterated our complaint process, and discussed our inability to respond to inquiries that are not received in a manner that protects the privacy of our complainants or those which circumvent our administrative complaint procedures. Should you have any additional questions beyond those issues previously addressed in our recent telephone conversation or October 29 response, you may write to this office at the following address:

Family Policy Compliance Office
U. S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520

I trust this information clarifies your concerns regarding the administration of FERPA.

Sincerely,

(b)(6)

Bernard Cieplak
Program Analyst
Family Policy Compliance Office

Enclosure