

# 2013 PSRC Records Workshop

A workshop brought to you by the Public School Records Consortium.

Tuesday, March 19, 2013 — 8:00 a.m.—4:30 p.m.

Crowne Plaza Fort Magruder, 6945 Pocahontas Trail, Williamsburg, VA 23185

The Public Schools Records Consortium is providing an in-depth workshop for all school divisions in the Commonwealth on Tuesday, March 19, 2013. The workshop will cover FERPA, Records Management Overview, FOIA, Generally Accepted Recordkeeping Principles, e-transcripts and EIMS guidance. This will be a full day of education for all school officials but specifically targeting Records Managers and those responsible for student records, such as guidance counselors, registrars, office personnel and even IT managers for the management of electronic data as an educational record. Lunch is included in the \$50 cost of registration. There will also be several exhibitors for attendees to visit.

The keynote speaker of the day will be Dale King, Family Policy Compliance Division Director, from the US Department of Education. Mr. King will address access to records, directory information, School Safety and your questions on confidentiality of student records. This is a great opportunity for all school officials!

## Participant Registration Information

**Please send completed form via email.**

**If paying via Paypal, a completed form must still be emailed to Registration Chair.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Payment type: \_\_\_\_PO/Check \_\_\_\_Paypal



## Payment Information

Registration Fee: \$50.00

**Registration Deadline: March 8, 2013**

The registration fee must be paid in advance, however, purchase orders will be accepted in lieu of advance payment. Payment may be made by check or to pay by credit card with **Paypal**, click below:



If not using **Paypal**, mail the check or PO to:

Nancy Tyler  
c/o Fairfax County Public Schools  
3701 Franconia Road  
Alexandria, Virginia 22310

Make checks payable to: **VAGARA**

## Contact Us

PSRC Chairperson: Maralee Weeks (540) 658-6752  
weeksmc@staffordschools.net

Registration Chair: Nancy Tyler (703) 329-7746  
netyler@fcps.edu

### Accommodations Available

The Crowne Plaza offers rooms for \$77.00 plus tax, for workshop attendees wishing to travel the night prior.

Crowne Plaza Fort Magruder  
6945 Pocahontas Trail  
Williamsburg, VA 23185

Call: 757-220-2250 and mention the VAGARA-PSRC  
Workshop to obtain the group rate.

## Agenda

8:00—8:45 a.m.

**Registration**

8:45—9:00 a.m.

**Welcome**

9:00—11:30 a.m.

**Keynote: FERPA, Dale King**

11:30—11:45 a.m.

**Break**

11:45—12:15 p.m.

**RM Overview, Glenn Smith**

12:15—1:00 p.m.

**Lunch**

1:00—1:45 p.m.

**EIMS & e-Transcripts,**

Kris Herockovich

1:45—2:30 p.m.

**FOIA, Megan Rhyne**

2:30—2:45 p.m.

**Vendor Introductions**

2:45—3:00 p.m.

**Break**

3:00—4:15 p.m.

**The Principles, Virginia Jones**

4:15—4:30 p.m.

**Q & A, Wrap Up**