



Massachusetts Department of Elementary and Secondary Education

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Jeffrey C. Riley
Commissioner

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Dear superintendents of METCO districts:

Thank you for providing opportunities to Boston students to enroll in your district through the METCO program. As you know, METCO Inc. is the Department's contractor for administering METCO. METCO Inc. does not have access to systematic data from all participating districts about which students are currently or were formerly enrolled in the program, nor how to contact them. This makes it difficult for them to administer the program during the school year and to track outcomes for participants over time.

To improve their administration of this program, Milly Arbaje-Thomas, CEO of METCO Inc., or her designee will be reaching out to you soon to request data from you. You may provide these data to METCO Inc. directly without concern of violating students' privacy, as school enrollment, program participation, name, and contact information is considered "directory information" under FERPA.

Please provide METCO Inc. student name, date of birth, and grade level for all current METCO students enrolled in your district, so long as the student's family has not refused to permit the school to share directory information about the student. Please also share any alumni contact information you may have. We understand, under the Massachusetts Student Records Regulations (603 CMR 23.06(3)), that districts must destroy the temporary record of students who have graduated and that, at most, temporary records for former students are retained for no more than seven years.

We appreciate your assistance as we work with METCO Inc. to improve this program.

Sincerely yours,

Matthew Deninger
Acting Chief Strategy and Research Officer