



**BOARD OF EDUCATION POLICY**

**DIRECTORY INFORMATION NOTICE**

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that the technology center, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your or your minor child's education records. However, the technology center may disclose appropriately designated "directory information" without written consent, unless you have advised the technology center to the contrary in accordance with technology center procedures. The primary purpose of directory information is to allow the technology center to include this type of information from education records in certain school publications. Examples include:

- Recognition list;
- Graduation programs; and
- Press releases

Two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA) of 2015, to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their minor child's information disclosed without their prior written consent. Directory information will not be released to outside organizations for commercial or non-commercial purposes.

If you do not want the technology center to disclose directory information from your or your minor child's education records without your prior written consent, you must notify the registrar in writing. The following information is designated as "directory information," and may be disclosed without prior written consent:

1. The student's name;
2. The student's address;
3. The student's telephone listing;
4. The student's date and place of birth;
5. The student's dates of attendance;
6. The student's grade level (i.e., 11<sup>th</sup> grade, 12<sup>th</sup> grade, etc);
7. The student's participation in officially recognized activities;
8. The student's degrees, honors and awards received;
9. The most recent educational agency or institution attended;
10. The student's photograph;

11. The student's electronic mail address; and
12. The student's major field of study.

No parent or eligible student can opt of the requirement that a student wear his or her ID badge which shows the student's school ID number.