

POLICY

Churchville-Chili Central School District

2020

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Students

SUBJECT: STUDENT DIRECTORY INFORMATION

The District shall publish an annual public notice informing parents or eligible students (i.e., a student eighteen (18) years of age or older or who is attending an institution of post-secondary education) of their right to refuse the release of student directory information and indicating a time period for their response. (Directory information is information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed.) Following such public notice and a reasonable response period, the District may release such information to an outside group without individual consent.

For district use and district publications only, in accordance with the Family Educational Rights and Privacy Act (FERPA), the District defines student directory information as the following: name; address; telephone listing; date and place of birth; major field of study; grade level; participation in officially recognized activities and sports; weight and height (if members of athletic teams); dates of attendance; honors, degrees and awards received; electronic mail address; photograph; and the name of the educational agency or institution most recently previously attended by the student.

Student directory information provided to third parties will be defined as: name; grade level; participation in officially recognized activities and sports; and honors, degrees and awards received.

Directory information **does not** include:

- a) A student's social security number; or
- b) A student's identification (ID) number, except as provided below.

Directory information includes a student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, if, but only if, the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user.

The release of student directory information is not to be confused with the release of names, addresses and telephone listings of eligible students (i.e., a student eighteen (18) years of age or older or in the twelfth grade (or its equivalent) or higher) to Military Recruiters, pursuant to law and to Board policy 7242.

Family Educational Rights and Privacy Act of 1974, 20 United States Code (USC) Section 1232(g)
34 Code of Federal Regulations (CFR) Part 99

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SUBJECT: STUDENT DIRECTORY INFORMATION (CONT'D.)

NOTE: Refer also to Policy #7240 – Student Records: Access and Challenge
#7242 – Military Recruiters and Institutions of Higher Education

Created 11/27/2007

Revised: 12/11/2007, 6/23/2009, 4/12/2011, 8/14/2015, 3/24/2020

Note: This policy used to be numbered 7242 until March 22, 2011. At that time, the content of the previous Policy 7241: Release of Information to the Non-Custodial Parent, was added to Policy 7240: Student Records: Access and Challenge Under FERPA and this policy became Policy 7241.