District 622 Directory Information, Photo/Video & Military Opt Out 2025-2026

School District 622
NORTH ST. PAUL | MAPLEWOOD | OAKDALE
Ready for tomorrow

Section 1: Student Directory Information

According to the Minnesota Data Practices Act and the federal Family Educational Right and Privacy Act (FERPA), student directory information is public unless a parent requests the information not be released. Parents may choose to opt out of the release of all student directory information or they may select specific areas to not have the data released. The primary purpose of directory information is to allow ISD 622 to include this type of information in certain school publications. Examples included, but are not limited to:

Playbill cast lists for drama/musical productions
Yearbook
Honor roll or other recognition lists
Graduation programs
Sports/activity programs

NOTE: *By opting out of STUDENT NAME, you will be opting out of all of the above, as well as other district publications.*

The following information is directory information in District 622*

- Student name
- Date of birth
- Grade
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors and awards received
- Most recent previous educational agency or institution attended
- Photos, such as those taken for yearbooks or other school and district publications, are directory information for those purposes only.

** Minnesota Statutes section 13.32 subd. 5 prohibits schools from designating a student's home address, telephone numbers, email addresses, or other personal contact information as directory information.*

Section 2: Photos/Video

Throughout the year, photos and videos are taken in classrooms, in buildings, and at events by district staff and partner organizations. Examples of use include, but are not limited to:

- District publications, videos, and website
- School publications (e.g. yearbooks, school newspapers/newsletters)
- Social media - including Facebook, X (Twitter), Instagram, LinkedIn, YouTube, and Vimeo
- Cable access channels
- School portrait class composite pages
- Local papers/television
- Partner organization publications, websites, and videos

NOTE: *Photos can be published on the district website along with the student's name. Unless you have opted out of your child's name being released per section 1 above, it can be used online.*

NOTE: *District 622 is not responsible for, nor has control of, any photos/video, taken by the public at school public events (such as sporting events or concerts) which are published in newspapers, on TV or online.*

Section 3: Military Recruitment (applies to 11th & 12th grade student ONLY)

Each year the military asks high schools to provide names, addresses and phone numbers of students in grades 11-12 for recruitment purposes as well as education and career opportunities.

Complete the form on the other side ONLY if you want to your student OPTED OUT of any of these sections.

District 622 Student Directory Information, Photo/Video, & Military Opt Out Form

Only complete and return this form if you are opting your student out of one or more of the sections on side A. You have not opted out of any information if you only sign and return the form.

A parent/guardian must complete and return this form by October 15, 2025 or within two weeks of enrollment, if you choose to opt out of any of the sections outlined on side A. This form must be completed for each child you wish to opt out of any section and returned to the school he/she will attend for that school year. If you need additional forms, it may be found at www.isd622.org/about/communications-technology. It is understood that if the form is not completed, you are accepting the districts policy of the dissemination of student information.

Student Name:_____

School Attending 2025-2026:_____

Grade 2025-2026:_____

Check the applicable section (s) for which you are seeking to opt out:

__ I choose to opt out of ALL Student Directory Information

__ I choose to opt out of the following Student Directory Information categories
(Specify from the list on the other side of this form)

_____

_____

_____

_____

_____

__ I choose to opt out of Photos/Videos

__ I choose to opt out of Military Recruitment (applies to students in grades 11-12 only)

Parent/Guardian Name: (*Please print clearly*)_____

Parent/Guardian Signature: _____

Date:_____

Please return this completed form to your child's school for the 2025-2026 school year.

NOTE: *This written notification must be given each year that your child is enrolled in district schools. The notification remains in effect until October 15 of the next school year. This notification covers all out-of-school time and summer programs.*