Release of Directory Information

Adopted: 06/02/1998 **| Last Revised:** 02/03/2026 **| Last Reviewed**: N/A

The Board of Education recognizes the importance of maintaining the confidentiality of directory information and therefore authorizes the release of such information only in accordance with law, Board policy, and rule.

The Superintendent or designee may release student directory information to representatives of the news media or nonprofit organizations in accordance with law, Board Policy, and rule.

The Superintendent or designee may limit or deny the release of specific categories of directory information to any public or private nonprofit organization based on their determination of the best interests of district students.

Colleges and prospective employers, including military recruiters, shall have access to a student's name, address, and telephone number, unless the parent/guardian, or the student, if the student is 18 years of age or older, has specified that the information not be released.

Under no circumstances shall directory information be disclosed to a private profit-making entity, except for representatives of the news media and prospective employers, in accordance with the law, Board policy, and rule. Private schools and colleges may be given the names and addresses of 12th grade students and students who are no longer enrolled provided that they use this information only for purposes directly related to the institution's academic or professional goals.

Policy Reference Disclaimer:
These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Legal References:

STATE

EDUCATION CODE

234.7 Student protections relating to immigration and citizenship status
48985 Notices to parents in language other than English
49061 Definitions; directory information
49063 Notification of parents of their rights
49073 Release of directory information
48073.2 Privacy of student and parent/guardian personal information; minutes of board meeting
49073.5 Directory information; military representatives; telephone numbers
49603 On campus access to employers and military services

FEDERAL

UNITED STATES CODE

10 USC 503 Military recruiter access to directory information
20 USC 1232g Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 7908 Armed forces recruiter access to students and student recruiting information
42 USC 11434a McKinney-Vento Homeless Assistance Act; definitions

CODE OF FEDERAL REGULATIONS

34 CFR 99.1-99.67 Family Educational Rights and Privacy

MANAGEMENT RESOURCES

CA OFFICE OF THE ATTORNEY GENERAL PUBLICATION

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, December 2024

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Model Notice for Directory Information, March 2011

Dear Colleague Letter Regarding Military Recruiter Provisions of ESEA, November 2016

WEBSITES

CSBA District and County Office of Education Legal Services https://legalservices.csba.org/

California Attorney General's Office http://oag.ca.gov/

U.S. Department of Education, Family Policy Compliance Office https://www2.ed.gov/policy/gen/guid/fpco/index.html

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Policy Adopted: 05/03/2005
Revised: 09/03/2024
Revised: 02/03/2026