# USE OF DIRECTORY INFORMATION

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

| **Publication** | **Audience** | **Authorized Fields** |
|---|---|---|
| **Student/Family Directory/Class List** | Parents, PTO's | Parent emails, grade level, teacher, student name, parent name(s), photo |
| **Activity Contacts** | Parents, Booster Clubs | Parent emails |
| **Yearbook** | Students, parents | Student name, grade level, photo |
| **Activities Rosters** | Attendees/General Public | Student name, grade level, accolades, instrument/part (music only), jersey number (sports only), height (sports only), position (sports only), weight (football only) |
| **Awards Assemblies** | Parents, Students, Attendees | Student name, grade level, accolades |
| **Fundraising Contacts** | | Home addresses, parent email addresses |

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information – names, addresses, and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. [1]

If you do not want the Iowa City Community School District to disclose directory information from your child's education records without your prior written consent, you must indicate so during eRegistration. Iowa City Community School District has designated the following information as directory information

- Student's name
- Photograph
- Dates of attendance (including graduation date)
- Grade level
- Participation in officially recognized activities and sports (including weight and height of members of athletic teams, honors, recognitions,and awards received)
- The most recent school or district attended

[1] These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).