NVUSD
NAPA VALLEY UNIFIED SCHOOL DISTRICT

Release of Directory Information
2026-2027 School Year

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that Napa Valley School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the 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 district to include this type of information from your child's education records in a certain school and/or district publications.

Examples include:

- a playbill, showing your child's role in a drama production
- the annual yearbook
- honor roll or other recognition lists
- graduation programs
- sports activity sheets, such as for wrestling, showing weight and height of team members

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/guardian'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 districts receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with students' names, addresses, and telephone listings, unless parents/guardians have advised the district that they do not want their child's information disclosed without their prior written consent.

Information about your child may also be disclosed with contracted partner agencies without your consent if school officials determine that such an agency or partner may be considered a school official and that the outside party: (1) Performs an institutional service or function for which Napa Valley Unified School District would otherwise use employees; (2) Is under the direct control of the District with respect to the use and maintenance of education records; and (3) Is subject to the requirements governing the use and redisclosure of personally identifiable information from education records. California Education Code § 49076(a)2(G)i; 34 CFR § 99.31(a)1(i)(B).

If you do not want the district to disclose any or all of the information designated below as directory information from your child's education records without your prior written consent, you must notify the district in writing within three weeks of your student starting at Napa Valley Unified School District, through the data confirmation process. Notifying the district by this date is the only way to prevent the release of directory information.

The district has designated the following information as directory information:

1. Name
2. Address
3. Telephone number
4. Email address
5. Date of birth
6. Major Field of study

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7. Participation in officially recognized activities and sports
8. Weight and height of athletic team members
9. Dates of attendance
10. Degrees and awards received
11. Most recent previous school attended

The district also may disclose your child's student identification number, user identification, or other unique personal identifier used to communicate in electronic systems, provided it cannot be used to access education records without a personal identification number (PIN), password, or other factors that only the authorized user knows. Your child's social security number will not be used for this purpose.

Directory information does not include citizenship status, immigration status, place of birth, or any other information indicating national origin. The District will not release such information without parental consent or a judicial court order.

There needs to be a signature block added to this document for the parent(s)/guardian(s), along with the date.

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