



WHERE THE GLOBE IS OUR CAMPUS

Access to Student Directory Information

No Child Left Behind (Section 9528) requires student directory information be made available to military recruiters and institutions of higher education. Under the Family Education Rights and Privacy Act (FERPA), a student or his/her parent/guardian may request that information not be released without prior written consent.

FERPA Requirements:

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight, if member of an athletic team, height if member of an athletic team, weight if member of an athletic team which requires disclosure to participate, dates of attendance, date of graduation, awards received, honor rolls, scholarships, telephone numbers for inclusion in school or PTO directories, school photographs or videos of students participating in school activities, events or programs.. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification is the annual district online information update. Because of the difficulty of keeping a multitude of mailing lists, most schools will honor a parent or student's blocking request by blocking the release to any and all requesters. Parents and students will thus need to know if blocking the release of information for one purpose will result in a student's information being blocked for all purposes. To make this request, please contact the Superintendent's Office in order to opt out of directory information.

Notification of Rights - Elementary & Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;

- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight, if member of an athletic team, height if member of an athletic team, weight, if member of an athletic team which requires disclosure to participate, dates of attendance, date of graduation, awards received, honor rolls, scholarships, telephone numbers for inclusion in school or PTO directories, school photographs or videos of students in participating in school activities, events or programs. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification is the annual district online information update. Parents and eligible students may refuse to allow the District to disclose any or all of such "directory information" upon written notification to the district within fourteen (14) days after receipt of the District's public notice. For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service. Or you may contact us at the following address: Family Policy Compliance Office U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202

