

STUDENT PERSONNEL

Series 500

POLICY TITLE PARENTAL AUTHORIZATION FOR RELEASING STUDENT DIRECTORY INFORMATION No. 506.2E1

The Johnston Community School District has adopted a policy designed to assure parents and students the full implementation, protection and enjoyment of their rights under the Family Educational Rights and Privacy Act of 1974 (FERPA). A copy of the school district's policy is available for review at the Administrative Resource Center.

This law requires the school district to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public.

The school district has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot be used for this purpose.)

You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student provided that you notify the school district in writing not later than the start of each school year. If you desire to make such a refusal, please complete and return the slip attached to this notice.

If you have no objection to the use of student information, you do not need to take any action.

Johnston Community School District

ATTN: Building Principal
Parental or Eligible Student Directions to Withhold Directory Information for the
_____ school year.

Student Name: _____ Date of Birth _____

School: _____ Grade: _____

(Signature of Eligible Student/Parent/
Legal Guardian/Custodian of Child)

(Date)

This form must be returned to the Building Principal at the start of each school year. Additional forms are available at the school.

Date Approved: March 12, 2001
Last Date Reviewed: April 24, 2017
Last Date Revised: May 8, 2017