

Notice Concerning Release of Directory Information

Without Parent/Student Consent Under FERPA

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that MSD Decatur Township, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. *Many parents and students find that the written consent required by "FERPA imposes a burden on them with respect to the release of information they do not consider to be private. Therefore FERPA permits MSD Decatur Township to 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 MSD Decatur Township to include this type of information from your child's education records in certain school publications. Examples of this type of information include:*

A playbill, showing your student's role in a drama production;

The annual yearbook'

Honor roll or other recognition lists;

Graduation programs; and

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'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 three directory information categories – 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.

If you do not want MSD Decatur Township to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by [insert date]. MSD Decatur Township has designated the following information as directory information: [*Note: a school district does not have to include all the information listed below.*]

Student's name

Participation in officially recognized activities and sports

Address

Telephone listing

Weight and height of members of athletic teams

Electronic mail address

Photograph

Degrees, honors, and awards received

Date and place of birth

Major field of study

Grade level and dates of attendance

The most recent educational agency or institution attended

Audio and video recordings made on bus and building security cameras in areas other than restrooms and locker rooms.