Book	Policy Manual
Section	5000 Students
Title	NOTIFICATION OF DIRECTORY INFORMATION DESIGNATIONS
Code	5500-E.1
Status	Active

Exhibit 5500-E.1

NOTIFICATION OF DIRECTORY INFORMATION DESIGNATIONS

In addition to the rights outlined above, FERPA also gives the school district the option of designating certain categories of student information as directory information. Directory information includes student's:

- Name
- ID number, user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems (only if the id cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the student s identity)
- Address
- Telephone number
- Date and place of birth
- Dates of attendance
- Most recent school attended
- Grade level
- Photograph
- Enrollment status

You may object to the release of any or all of this directory information. However, you must do so in writing within 10 business days of receiving this notice. If we do not receive a written objection, we will be authorized to release this information without your consent. For your convenience, you may note your objections to the release of directory information on the enclosed form and return it to the Building Principal.

Sincerely,

{Insert Building Principal s Name Here}

1st Reading March 25, 2014
2nd Reading & Adoption April 24, 2014