

RELEASE OF DIRECTORY INFORMATION**Definition**

Directory information means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information includes:

1. Name
2. Address
3. Telephone number
4. Electronic mail address
5. Photograph
6. Major field of study
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

Directory information does not include a student's social security number or student identification number. Directory information also does not include a student's citizenship status, immigration status, place of birth, or any other information indicating national origin. However, directory information may include a student identification number, user identification, or other personal identifier used by the student for purposes of accessing or communicating in electronic systems provided that the identifier cannot be used to gain access to education records except when used in conjunction with a personal identification number, password, or other factor known or possessed only by the authorized user.

Notification to Parents/Guardians

At the beginning of each school year, all parents/guardians shall be notified as to the categories of directory information the school plans to release and the recipients of the information. The notification shall also inform parents/guardians of their right to refuse to let the school designate any or all types of information as directory information and the period of time within which a parent/guardian must notify the school in writing that he/she does not want a certain category of information designated as directory information.

The Superintendent or designee shall notify parents/guardians that they may request that the district not release the name, address and telephone number

of their child to military recruiters, employers or institutions of higher education without prior written consent.

Parent/Guardian Consent

No directory information of a student identified as a homeless child or youth as defined in 42 USC 1143a shall be released, unless the parent/guardian, or the student if he/she is 18 years old, has provided written consent that directory information may be released. For any other student, directory information shall not be released regarding any student whose parent/guardian notifies the district in writing that such information not be disclosed without the parent/guardian's prior consent. (Education Code 49073; 20 USC 1232g, 7908)

For a former student, the Office of Education shall continue to honor any valid request to opt out of the disclosure of directory information made while the student was in attendance at an Office of Education program, unless the opt-out request has been rescinded.