

## **Student Directory Information**

Directory information is information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. The agency may disclose “directory information” to third parties without consent if it has given public notice of the types of information which it has designated as “directory information,” the parent’s or eligible student’s right to restrict the disclosure of such information, and the period of time which a parent or eligible student has to notify the school in writing that he or she does not want any or all of those types of information designated as “directory information.”

The agency has designated the following as “directory information”:

- Student’s name
- Address
- Telephone number
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Photographs and other likenesses in still pictures and videotape

Student is defined as an enrolled individual, PK-12, including children in school district-sponsored childcare programs.

Prior to developing a student directory or to giving general information to the public, parents (including parents of students open enrolled out of a school district and parents of children home schooled in a school district) will be given notice annually of the intent to develop a directory or to give out general information and have the opportunity to deny the inclusion of their child’s information in the directory or in the general information about the students.

It is the responsibility of the Chief Administrator, in conjunction with the Executive Director of Educational Services and the Executive Director of Special Education, to provide notice and to determine the method of notice that will inform parents.

Adopted 06/03/2026