

## **Students**

### **DIRECTORY INFORMATION**

**5141.15(a)**

Directory information means those items of personally identifiable information contained in a student education record which is not generally considered harmful or an invasion of privacy if released. The following categories are designated as directory information. The following directory information may be released to the public through appropriate procedures:

1. Student's name;
2. Student's address;
3. Student's telephone listing;
4. Parent's /Guardian's electronic address.

### **Public Notice**

The District will give annual public notice to parents of students in attendance and students eighteen years of age or emancipated. The notice shall identify the types of information considered to be directory information, the District's option to release such information and the requirement that the District must, by law, release secondary students' names, addresses and telephone numbers to military recruiters and/or institutions of high education, unless parents or eligible students request the District withhold this information and requiring written consent to release such information. Such notice will be given prior to release of directory information.

### **Exclusions**

Exclusions from any or all directory categories named as directory information or release of secondary students' information to military recruiters and/or institutions of higher education must be submitted in writing to the Headmaster by the parent/guardian, student of eighteen years of age or emancipated student with fifteen days of the annual public notice.

Directory information shall be released only with administrative direction.

Directory information considered by the District to be detrimental will not be released.

Directory Information will not be released by the District if a parent or eligible student has requested the district withhold this information.

Information will not be given over the telephone except in health and safety emergencies.

At no point will a student's Social Security Number or student identification number be considered directory information.

**Students**

**DIRECTORY INFORMATION** (continued)

**5141.15(b)**

(CREF. 5125 - Student Records: Confidentiality)

Legal Reference: Connecticut General Statutes

1-210 (11) Access to public records. Exempt records.

10-221b Boards of education to establish written uniform policy re treatment of recruiters.

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C. 1232g and Final Rule 34 CFR Part 99, December 9, 2008 and December 2, 2011)

P.L. 106-398, 2000 H.R. 4205: The National Defense Authorization Act for Fiscal Year 2001.

P.L. 114-95 “The Every Student Succeeds Act” Section 8025

Adopted 4/6/2017