

E 5125.1 NOTICE OF STUDENT DIRECTORY INFORMATION

Dear Parents/Guardians,

As a parent (or a student age 18 or over), you have the right to prohibit the Release of Student Directory Information about your student.

What is Student Directory Information?

“Student Directory Information” is information about students that may be disclosed by the Southeast Island School District (SISD) to identify enrollment and to publicize student accomplishments and activities.

Examples of publications include:

- A playbill showing your student’s role in a drama production
- The annual yearbook
- Honor roll or other recognition lists
- Graduation programs
- Sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information may also be requested from SISD by education-related vendors, colleges, or military recruiters who want contact information for SISD high school students. Disclosure to outside organizations includes, but is not limited to, companies that manufacture class rings or publish yearbooks.

What Categories of Information Are Included?

The District has identified the following information as directory information. (See School Board Policy 5125 for more details)

- Student’s Name
- Grade Level
- Address
- Degrees, Honors and Awards
- Telephone Number
- Scholarship Eligibility
- E-mail Address
- Enrollment Status
- Year of Birth
- Name of school most recently attended
- Enrollment Status
- Participation in officially recognized activities and sports
- Dates of Attendance
- Photograph
- Height and weight of members of athletic team members

What Are Your Rights as a Parent (or Student 18 or Over)?

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that SISD, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your student’s education records. However, SISD may disclose appropriately designated “directory information” without written consent, **unless you decline by completing this form.**

In addition, federal law requires SISD to provide military recruiters, upon request, with three pieces of directory information – names, addresses and telephone listings, **unless you decline by completing this form.** State law requires SISD to provide contact information for students who have dropped out of high school to the Alaska Military Youth Academy, a program for students to finish their education and obtain a high school diploma or GED. **You can decline this disclosure by completing this form.**

Release of Scholarship Eligibility Information

State law requires SISD to provide information about the eligibility of high school seniors for University of Alaska Scholarships including the names and addresses of those students who qualify for a scholarship. However, you can decline to have eligibility information disclosed to the University of Alaska Scholarship program by completing this form.

School officials may release directory information, as set forth above, about a student without first obtaining parental consent, unless you decline by signing and returning this Release of Student Directory Information form.

Southeast Island School District

Release of Student Directory Information

All Students K-12

YES **NO** Grant **Directory Information Release** for the following types of publications (this list is not all-inclusive):

- A playbill showing your student's role in a drama production
- Annual yearbook
- Sports activity sheets, such as for wrestling, showing weight and height of team members and athletic programs
- School newsletter
- For awards recognition, achievements, certificates or Honor Roll

All High School Students

YES **NO** Grant Directory Information Release for the following types of **graduation related activities**:

- Publicized Graduation lists
- Vendors for items such as class rings and photos
- Requests from outside agencies acknowledging Graduates with letters or certificates.

YES **NO** Grant Directory Information Release (student contact information) to **College/Universities**

YES **NO** Grant Directory Information Release (contact information for students who have dropped out) to **Alaska Military Youth Academy**

YES **NO** Grant Directory Information Release (student contact information) to **Military Recruiters**

YES **NO** Grant Release of **Scholarship Eligibility** information to the University of Alaska. *Unless you select YES, your student's eligibility for the University of Alaska Scholarships cannot be disclosed to the organization that administers this scholarship program.*

Complete if YES is Selected One or More Times, Above

For items checked YES, any of the categories of Directory Information (listed on page 1) may be released.

For items checked YES, only the following categories of Directory Information may be released: _____

Student Information:

Student Name (Please Print) _____

Parent/Guardian Name (Please Print) _____

Parent/Guardian Signature
(or student if 18 or older) _____

Signature Date _____