

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 district 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 within 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 district has designated the following as "directory information":

- Student's name
- Grade level
- Degrees, honors, and awards received
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Photograph

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

Prior to developing a student directory or to giving general information to the public, parents (including parents of students open enrolled out of the school district and parents of children home schooled in the 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 superintendent to provide notice and to determine the method of notice that will inform parents.

Legal Reference: 20 U.S.C. § 1232g
 34 C.F.R. § 99
 Iowa Code § 22; 622.10
 281 I.A.C. 12.3(4); 41
 1980 Op. Att'y Gen. 720.

Cross Reference: 504 Student Activities
 506 Student Records
 901.1 Public Examination of School District Records
 902.6 Live Broadcast or Videotaping

Approved 11/1/2004

Reviewed 01/19/2009
04/15/2019

Revised 04/21/2014
07/17/2017

AUTHORIZATION FOR RELEASING STUDENT DIRECTORY INFORMATION

The Independence Community School District has adopted a policy designed to assure parents and students the full implementation, protection and enjoyment of their rights under the Family Educational Rights and Privacy Act of 1974 (FERPA). A copy of the school district's policy is available for review online and at the school district administration office.

This law requires the school district to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public.

The school district has designated the following information as directory information:

- Student's name
- Grade level
- Degrees, honors, and awards received
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Photograph

You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student provided that you notify the school district in writing not later than September 30th of this school year. If you desire to make such a refusal, please complete and return the slip attached to this notice.

If you have no objection to the use of student information, you do not need to take any action.

RETURN THIS FORM

Independence Community School District Parental Directions to Withhold Student/Directory
Information for Education Purposes, for 20____ - 20____ school year.

Student Name: _____

Date of Birth: _____

School: _____

Grade: _____

(Signature of Parent/Legal Guardian/Custodian of Child)

(Date)

This form must be returned to your child's school no later than September 30th of each school year.
Additional forms are available at your child's school.