

RELEASE OF DIRECTORY INFORMATION

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: (34 CFR 99.3; Education Code 49061)

Release of Directory Information

Directory information which school officials may disclose with parental permission consists of the following:

1. A student's name, dates of attendance, major field study,
2. Participation in officially recognized activities and sports,
3. Weight and height of members of athletic teams,
- ~~4. Dates of attendance,~~
5. 4. Degrees and awards received, and the most recent previous public or private school the student attended.

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

The following information is not considered to be directory information and thus may not be disclosed by school officials: A student's address (except as provided to a private school or college pursuant to section below) telephone number, videotape, and place of birth.

Directory information does not include a student's social security number or student identification number. 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. (34 CFR 99.3)

Directory information also does not include a student's citizenship status, immigration status, place of birth, or any other information indicating national origin.

Under no circumstances shall directory information be released to a Private profit-making entity, other than employers, prospective employers, and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations.

RELEASE OF DIRECTORY INFORMATION (continued)

The names and addresses of students enrolled in grades 12 or who have terminated enrollment prior to graduation may be provided to a private school or college operating under Chapter 7 of Education Code of Part 59 or its authorized representative. Pursuant to Education Code Section 49073, no such private school or college shall use that information for other purposes directly related to the academic or professional goals of institution. The district will suspend the privilege of the school or college receiving such information of a period of two years from the time of discovery of the misuse of the information.

Notification to Parents/Guardians

At the beginning of each school year, the district will notify all parents/guardians that directory information regarding any student or former student may be released according to the provisions of this administrative regulation. The parents/guardians must notify the district in writing, within 30 days of receiving notification, whether they consent or do not consent to the release of directory information. If the district does not receive a response from the parents/guardians, then it will treat the parents/guardians non-response as a denial of permission to release directory information. ([Education Code 49063, 49073; 20 USC 1232g; 34 CFR 99.37](#))

([cf. 5125 - Student Records](#))

([cf. 5145.6 - Parental Notifications](#))

In addition, the annual parental notification shall include a statement that directory information does not include citizenship status, immigration status, place of birth, or any other information indicating national origin and that the district will not release such information without parental consent or a court order.

([cf. 5145.13 - Response to Immigration Enforcement](#))

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. (20 USC 7908)

Parent/Guardian Consent

~~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. (20 USC 1232g, 7908; Education Code 49073)~~

No directory information of a student identified as a homeless child or youth as defined in 42 USC 11434a shall be released, unless the parent/guardian, or the student if he/she is 18 years

or older, has provided written consent that directory information may be released. For any other student, directory information shall not be released if his/her parent/guardian notifies

AR 5125.1 (c)

RELEASE OF DIRECTORY INFORMATION (continued)

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 district shall continue to honor any valid request to opt out of the disclosure of directory information made while the student was in attendance at the district, unless the opt-out request has been rescinded. (34 CFR 99.37)

Regulation
approved: December 8, 2008 (April 5, 2010)
revised: August 13, 2012
revised:

SAN RAFAEL CITY SCHOOL DISTRICT
San Rafael, California