

ERIE 1 BOCES FERPA NOTIFICATION AND OPT OUT

Student Directory Information

Directory information is information contained in an educational record of a student that would not generally be considered harmful or an invasion of privacy if released.

In compliance with Family Educational Rights and Privacy Act (FERPA), a Federal law, this serves as the annual public notice to parents or eligible students (i.e., students eighteen (18) years of age or older or who are attending an institution of post-secondary education) of the BOCES' definition of directory information, the parent/eligible student's right to refuse the release of student directory information, and indication of the time period for their response. Following such public notice and a reasonable response period, Erie 1 BOCES may release such information without individual consent.

The primary purpose of directory information is to allow Erie 1 BOCES to include this type of information from the student's education records in certain school publications. Examples include:

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

Erie 1 BOCES may also release Directory Information to outside organizations that include, but are not limited to, companies that manufacture class rings or publish yearbooks.

Erie 1 BOCES also may from time to time disclose certain directory information to the local news media (newspaper, television, radio) for articles, in Erie 1 BOCES or school sponsored websites or other Internet-related activities.

Erie 1 BOCES has designated the following information as directory information (in accordance with BOCES Policy #7241):

- Student's name
- Name(s) of the student's parents or legal guardians
- Student's grade designation (i.e., tenth grade, etc.)
- Student's extracurricular participation
- Student's achievement, awards or honors
- Student's photograph
- Relevant statistics and personal data if a member of a school sponsored course, organization or activity
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems or that is displayed on a student ID card or badge that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or part, cannot be designated as directory information.)

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DIRECTORY INFORMATION OPT OUT REQUEST

If you do not want Erie 1 BOCES to disclose directory information from your child's education records to any parties for any purposes, other than those required by law, without your prior written consent, you must notify the Building Principal in writing by September 15 of each school year.

NOTE: Parents and eligible students **may not**, by opting out of disclosure of directory information, prevent a school from:

1. Disclosing or requiring a student to disclose the student's name, identifier, or school email address (if any) in a class in which the student is enrolled; or
2. Requiring a student to wear or present a student identification card or a badge that displays information that may be directory information.

Limited Directory Information Disclosure

Limited Directory Information Disclosure means that the BOCES may limit disclosure of its designated directory information to specific parties, for specific purposes, or both.

LIMITED DIRECTORY INFORMATION DISCLOSURE

Directory Information will only be disclosed at the discretion of school officials to designated organizations, clubs, athletic teams, media, and other parties connected with school activities (parties) to promote student achievement and participation in school sponsored activities (purposes).