

## **STUDENT RECORDS**

The board designates the following personally identifiable information in a student's education record as "directory information," which may be disclosed without prior written consent:

1. Name
2. Address
3. Names of parents or guardians
4. Date of birth
5. Dates of attendance
6. School attending
7. Participation in school-recognized activities
8. Weight and height of members of athletic teams
9. Grade in school
10. Individual and group photographs pertaining to school activities
11. Awards, achievements, or honors

The above list may be published in the district's legal newspaper, and the parent, legal guardian, or student over 18 years of age may notify the school in writing of their refusal to permit the release of any or all of this information.

Other student records will not be released without written consent and may be reviewed by a parent, legal guardian, or student over 18 years of age. Procedures for requesting amendment of records will be developed by the administration in accordance with law.

District personnel may review all material pertaining to students for educational reasons but are required to keep such information confidential.

Confidential student information may be shared with other state agencies.

Board Approved Updates 8/9/04