

**Family Educational Rights and Privacy Act (FERPA)  
Notice for Directory Information 2023-2024**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that USD 101, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. The primary purpose of directory information is to allow USD 101 the ability to include this type of information from your child's education records in certain school publications, such as Yearbook, school Facebook, and school webpages at [www.usd101.com](http://www.usd101.com) . Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Student work
- Student videos - sporting events, drama events classroom activities, etc.
- Student pictures – yearbook, sporting events, drama events classroom activities, etc.
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. <sup>1</sup>

By signing the attached signature form, you understand that your child will have access to USD 101 network services, including Internet access, and authorize USD 101 to disclose directory information from your child's education records. USD 101 has designated the following information as directory information:

- Student's name**
- Participation in officially recognized school related activities and sports**
- Address (Will never be posted to the [www.usd101.com](http://www.usd101.com) website)**
- Telephone listing (Will never be posted to the [www.usd101.com](http://www.usd101.com) website)**
- Weight and height of members of athletic teams**
- USD 101 assigned electronic mail (email) address**
- Photograph or video**
- Degrees, honors, and awards received**
- Date and place of birth**
- Major field of study**
- The most recent educational agency or institution attended**
- Dates of attendance**
- Grade level**
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot be used for this purpose.)**

<sup>1</sup> These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).

**Annual Notice of Authorized Student Data Disclosures  
(Updated August 2014)**

In accordance with the Student Data Privacy Act and board policy, student data submitted to or maintained in a statewide longitudinal data system may only be disclosed as follows. Such data may be disclosed to:

- The authorized personnel of an educational agency or the state board of regents who require disclosures to perform assigned duties; and
- The student and the parent or legal guardian of the student, provided the data pertains solely to the student.

Student data may be disclosed to authorized personnel of any state agency, or to a service provider of a state agency, educational agency, or school performing instruction, assessment, or longitudinal reporting, provided a data sharing agreement between the educational agency and other state agency or service provider provides the following:

- purpose, scope and duration of the data-sharing agreement;
- recipient of student data use such information solely for the purposes specified in agreement;
- recipient shall comply with data access, use, and security restrictions specifically described in agreement; and
- student data shall be destroyed when no longer necessary for purposes of the data-sharing agreement or upon expiration of the agreement, whichever occurs first.

\*A service provider engaged to perform a function of instruction may be allowed to retain student transcripts as required by applicable laws and rules and regulations.

Unless an adult student or parent or guardian of a minor student provides written consent to disclose personally identifiable student data, student data may only be disclosed to a governmental entity not specified above or any public or private audit and evaluation or research organization if the data is aggregate data. "Aggregate data" means data collected or reported at the group, cohort, or institutional level and which contains no personally identifiable student data.

The district may disclose:

- Student directory information when necessary and the student's parent or legal guardian has consented in writing;
- directory information to an enhancement vendor providing photography services, class ring services, yearbook publishing services, memorabilia services, or similar services;
- any information requiring disclosure pursuant to state statutes;
- student data pursuant to any lawful subpoena or court order directing such disclosure; and
- student data to a public or private postsecondary educational institution for purposes of application or admission of a student to such postsecondary educational institution with the student's written consent.

**Kansas Communities That Care Survey**

I grant Erie-Galesburg USD 101 permission to participate in the Kansas Communities That Care Survey (Grades 6-12). Data for the Communities That Care Survey does not personally identify any student results. The data is used to support our ability to show an impact from the implementation of the S3 grant at the high school and helps the Neosho County Health Department secure grants for student and community education and other health initiatives.