

**PLAQUEMINES PARISH SCHOOL BOARD'S
NOTICE FOR DIRECTORY INFORMATION
Family Educational Rights and Privacy Act (FERPA)**

The *Family Educational Rights and Privacy Act* (FERPA), a federal law, requires that the Plaquemines Parish School Board (PPSB), with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, PPSB may disclose appropriately designated "**directory information**" without written consent, unless you have advised the PPSB in writing to the contrary in accordance with PPSB procedures. The primary purpose of **directory information** is to allow the PPSB to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- 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, as amended (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. (20 U.S.C. § 7908; 10 U.S.C. § 503(c))

If you do not want the PPSB to disclose any or all of the types of information designated below as **directory information** from your child's education records without your prior written consent, you must notify the PPSB in writing by August 26th, 2016.

NO I, _____, (Parent/Guardian Name) will not allow my child to be identified by the news media, other outside organizations or the Plaquemines Parish School Board for positive promotion or publicity.

Parent/Guardian Signature

Date