

**MENOMINEE INDIAN SCHOOL DISTRICT
SUMMARY OF POLICY #347 RULE – GUIDANCE FOR THE MAINTENANCE
OF STUDENT RECORDS (Re: Student Directory Information)**

“Directory Data”, as designed by the Board of Education, includes a student’s name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards and the name of the school most recently attended by the student.

Access to Directory Data

Except as otherwise provided below, directory data may be disclosed to any person after the school has: (a) notified the parent, legal guardian or guardian ad litem of the categories of information which it has designated as directory data with respect to each student, (b) informed such persons that they have 14 days to inform the school that all or any part of the directory data may not be related without their prior consent, and (c) allowed 14 days for such persons to inform the school, in writing, (a letter to the District Administrator’s office) of all the directory data items they refuse to permit the District to designate as directory data about the student. This designation will remain in effect until it is modified by the written direction of the student’s parent, guardian or guardian ad litem or the adult student.