Sparta Area School District

Article 612 - Public Notice - Directory and Yearbook Information

The following public notice shall be distributed to parents annually prior to September 15.

NOTICE IS HEREBY GIVEN -
The federal Family Educational Rights and Privacy Act (FERPA), requires that the Sparta Area School District, with certain exceptions, obtain parent/guardian consent prior to the disclosure of personally identifiable information from a student’s education records. However, the District may disclose appropriately designated “directory information” without parent, legal guardian or guardian ad litem written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Sparta Area School District to include this type of information from your child’s education records in certain school publications. Examples include, but are not limited to:

- 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

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can be disclosed to any person or organization without a parent’s, legal guardian’s or guardian ad litem’s prior written consent, except that directory information shall not be provided to any organization for commercial or promotional purposes.

‘Commercial’ shall be defined as the intent or design to make a financial profit or gain. ‘Promotional’ shall be defined as contributing to the growth or prosperity of the party making the request with benefit to the student. In addition, school districts receiving federal funds under the “No Child Left Behind Act of 2001” are required to provide military recruiters or an institution of higher education, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the District that they do not want their student’s information disclosed without their prior written consent.

If parents, legal guardians or guardians ad litem do not want the District to disclose directory information from their child’s education records, without their prior written consent, they must notify the District in writing by October 1 of each year in which they want to withhold consent.

The Sparta Area School District declares the following as ‘directory information’ and that information relating to students may be made public if said information is in any of the following categories:

- Student's name, address, telephone listing
- Date of birth
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Awards received
- The most recent previous school attended by the student, and
- School related photographs for use in yearbooks, newspapers and social media.
Legal Reference: Family Educational Rights and Privacy Act (FERPA)
(20 U.S.C. § 1232g: 34 CFR Part 99)

Cross Reference:

Approved:

Revised: January 28, 2003
October 28, 2014
July 25, 2016