

Douglas County School District 4
Roseburg Public Schools
August 2018

PUBLIC NOTICE

DIRECTORY EXCLUSION NOTICE NEEDED

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Roseburg Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records.

However, Roseburg Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, includes student's name, address, telephone number and electronic mail address; photograph; date and place of birth; major field of study; participation in officially recognized activities and sports; weight and height of members of athletic teams; major field of study; grade level; and dates of attendance and most recent previous schools attended.

The primary purpose of directory information is to allow Roseburg Public Schools to include this type of 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;
- Sports activity sheets, showing weight and height of team members.

Directory information can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to; news media, companies that manufacture class rings or publish yearbooks, your child's school parent organization, etc. In addition, two federal laws require local educational agencies (LEA's) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - name, 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.

If you do not want Roseburg Public Schools to disclose directory information from your child's education records without your written consent, you must acquire an "Opt-out" form from your student's school, complete it, and return it to the school by September 15, 2018.