

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that South Kortright Central School, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education record. However, South Kortright Central School may disclose appropriate designated "directory information" without 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 South Kortright Central School 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; 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, the New York State Education Law §2-1 and two federal laws require school districts receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with student names, addresses and telephone listings – unless parents have advised the school district that they do not want their student's information disclosed without their prior written consent.

If you do not want South Kortright Central School to disclose some or all directory information from your child's education records without your prior written consent, you must notify the District in writing by November 30th. South Kortright Central School has designated the following information as directory information.

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| • Student's name | • Grade level |
| • Address | • Participation in officially recognized activities and sports |
| • Telephone listing | • Degrees, honors, and awards received |
| • Electronic mail address | • The most recent educational agency or institution attended. |
| • Photograph | |
| • Date and place of birth | |
| • Major field of study | |
| • Dates of attendance | |
| • Weight and height of members of athletic teams | |

NYS requires that all teachers seeking permanent certification submit a videotaped classroom lesson. As a result, students in routine classroom situations may be videotaped by teachers seeking permanent certification from the state. If you do not want a your child included in these videotapes, you should inform South Kortright Central School in writing that videotapes including your child should not be used as part of the teacher certification process.