



Fossil Elementary

# Fossil School District 21J Fossil Charter School

PO Box 206 Fossil, OR 97830-0206  
541-763-4303  
Jim Smith, Superintendent



Wheeler High School

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

## LEGAL PARENT NOTIFICATIONS

State law requires us to notify you of the following

**1. Under Board Policy JO-IGBAB, Parents have the right to:**

- A. Inspect and review the student’s records;
- B. Request the amendment of the student’s educational records to ensure that they are not inaccurate, misleading or otherwise in violation of the student’s privacy or other rights;
- C. Consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that the student educational record rules authorize disclosure without consent. (See Board policy JOB – Personally Identifiable Information);
- D. File with the U.S. Department of Education a complaint concerning alleged failures by the district to comply with the requirements of the Family Educational Rights and Privacy Act;
- E. Obtain a copy of the district’s education records policy.

**2. Directory Information:** Directory information means those items of personally identifiable information contained in a student education record which is not generally considered harmful or an invasion of privacy if released. The following categories are designated as directory information. The following directory information may be released to the public through appropriate procedures:

- A. Student’s name;
- B. Student’s address;
- C. Student’s telephone listing;
- D. Student’s electronic address;
- E. Student’s photograph;
- F. Date and place of birth;
- G. Major field of study;
- H. Participation in officially recognized sports and activities;
- I. Weight and height of athletic team members;
- J. Dates of attendance;

- K. Degrees or awards received;
- L. Most recent previous school or program attended.

3. **Personal Identifiable Information:** Personally identifiable information includes, but is not limited to:

- A. Student's name, if excluded from directory information, as requested by the student/parent in writing;
- B. Name of the student's parent(s) or other family member;
- C. Address of the student or student's family, if excluded from directory information, as requested by the student/parent in writing;
- D. Personal identifier such as the student's social security number or student ID number;
- E. A list of personal characteristics that would make the student's identity easily traceable;
- F. Other information that would make the student's identity easily traceable.

Prior Consent to Release Personally identifiable information will not be released without prior signed and dated consent of the parent, student 18 years or older or emancipated. Notice of and/or request for release of personally identifiable information shall specify the records to be disclosed, the purpose of disclosure and the identification of person(s) to whom the disclosure is to be made. Upon request of the parent or eligible student, the district will provide a copy of the disclosed record.

*Exceptions to Prior Consent:* The district may disclose personally identifiable information without prior consent under the following conditions:

- A. To personnel within the district who have legitimate educational interests;
- B. To personnel of an education service district or state regional program where the student is enrolled or is receiving services;
- C. To personnel of another school, another district, state regional program or institution of postsecondary education where the student seeks or intends to enroll;
- D. To personnel connected with an audit or evaluation of federal or state education programs or the enforcement of or compliance with federal or state legal requirements of the district;
- E. To personnel determining a financial aid request for the student;
- F. To personnel conducting studies for or on behalf of the district;
- G. To personnel in accrediting organizations fulfilling accrediting functions;
- H. To comply with a judicial order or lawfully issued subpoena;
- I. For health or safety emergency;
- J. By request of a parent of a student who is not 18 years of age;
- K. By request of a student who is 18 years of age or older or emancipated;
- L. Because information has been identified as "directory information;"
- M. To the courts when legal action is initiated;
- N. To a court and state and local juvenile justice agencies

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

I acknowledge that I have received legal notifications regarding the release of student Photograph;  
Parents rights under Board Policy Jo-IGBAB, **Educational Records**;  
Directory Information;  
Personal Identifiable Information.

Parent Signature:

---

Occasions may arise when we would release your students address, telephone number or photograph. The District will attempt to notify you to identify the purpose of the release, to identify the person or persons to whom such information would be released and, only release such information after you have provided a positive response to our request to release such information.

Yes  No  Use of photos and name in: School newspaper, Annual, Class Photos, extra-curricular activities, Honor Roll, and Display Posters with students name.

Yes  No  Use of photos in sports activities that are part of the school program: Event Programs, Press Releases, etc.

Parent Signature: \_\_\_\_\_