



Family Educational Rights & Privacy Act

ADMINISTRATIVE OFFICES
201 Main Street
VESTAL, NEW YORK 13850

Legal Notice to Parents under the Family Educational Rights & Privacy Act

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that the Vestal Central School District, with certain exceptions, must obtain parent's written consent prior to the disclosure of personally identifiable information from their child's education records. However, the Vestal Central School District may disclose appropriately 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 district to include this type of information from your child's education records in certain school publications. Examples include playbills showing a student's role in a drama production, annual yearbooks, school musical programs, honor rolls 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 Education Law §2-1 and two federal laws require school district receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with students' 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 the Vestal Central School District 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** within 30 days after the publication of this notice. The letter should be addressed to Thomas E. Comerford, III, director of special services, Vestal Central School District, 201 Main Street, Vestal, New York 13850. Vestal Central School District has designated the following information as directory information:

1. Student's name, address, telephone listing.
2. Student's image or photo.
3. Date and place of birth.
4. Grade level and major field of study.
5. Dates of attendance.
6. Participation in officially recognized activities and sports.
7. Weight and height of members of athletic teams.
8. Degrees, honors and awards received.
9. The most recent educational agency or institution attended.