

**RELEASE OF DIRECTORY DATA
Student Records Policy 8330**

FERPA permits school districts to disclose directory information pertaining to students as provided under FERPA and the Wisconsin pupil records law. Directory information can be disclosed without prior written consent either in school publications or to outside organizations.

NOTICE IS HEREBY GIVEN that the Board of Boscobel Area Schools has designated the following types of information pertaining to students to be "directory information" which will be made publicly available. The Board designates as student "directory information" a student's name; photograph; participation in officially recognized activities and sports; height and/or weight, if a member of an athletic team; date of graduation; and degrees and awards received.

Annually, within the first two (2) weeks of school, the District Administrator shall publish in the July/August Back to School Newsletter and the student handbook a notice to release directory data. These publications can be found on the district website at boscobel.k12.wi.us. **Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory data" upon written notification to the Board within fourteen (14) days after receipt of the District Administrator's annual public notice or enrollment of the student into the District if such enrollment occurs after the annual public notice.**

In accordance with Federal and State law, the Board shall release the names, addresses, District assigned e-mail addresses (if available), and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. **A secondary school student or parent of the student may request in writing that the student's name, address, district-assigned e-mail addresses (if available), and telephone listing not be released without prior consent of the parent(s)/eligible student.** The recruiting officer is to sign a form indicating that "any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces." The District Administrator is authorized to charge mailing fees for providing this information to a recruiting officer.