



Directory Information

This document is provided to MISD parents in an effort to communicate standard operating procedures and parent rights regarding the release of information.

Most Student Information Is Confidential: Virtually all information pertaining to individual student performance (i.e. individual test scores, grades, discipline records, medical information, etc.) is considered confidential and is not released to the general public without a parent's consent.

However, in accordance with the *Family Educational Rights and Privacy Act* (FERPA), certain information is considered *directory information* and will be released to anyone who follows procedures for requesting it as specified in Policy FL LOCAL, unless a timely written objection is made. If you do not want Mansfield ISD to disclose directory information from your child's education records without your prior written consent, you must notify the district in writing within ten (10) school days of the issuance of this notice. Mansfield Independent School District has designated two separate categories of Directory information for District students:

1. items for use only for school-sponsored purposes; and
2. items for all other purposes.

Category #1

SCHOOL-SPONSORED PURPOSES only

For all District publications and announcements—the District has designated the following information as directory information: student name; address; photograph; degrees, honors, and awards received; grade level; most recent educational institution attended; participation in officially recognized activities and sports; weight and height (of members of athletic teams only); and enrollment status.

Category #2

ALL OTHER PURPOSES

For all other purposes, the District has designated the following information as directory information: student name; photograph; degrees, honors, and awards received; grade level, and most recent educational institution attended.



Directory Information

ALERT: Special Notice to Parents: Please read carefully, checking certain boxes may keep your child from being in the school yearbook, press releases, publications, school newspapers etc... and may not receive school picture and yearbook information notification.

“SCHOOL DIRECTORY INFORMATION for “SCHOOL SPONSORED PURPOSES”

For all District publications and announcements—the District has designated the following information as directory information: student name; address; photograph; degrees, honors, and awards received; grade level; most recent educational institution attended; participation in officially recognized activities and sports; weight and height of members of athletic teams (only); and enrollment status.

Please check either box 1 or 2 in this section:

Check box#1 if you allow MISD to use the directory information above for school sponsored purposes such as school yearbook, press releases, publications, school newspapers etc... and to receive school picture and yearbook information notification.

1

I do give MISD permission to use the directory information above for school sponsored purposes in the list labeled “SCHOOL SPONSORED PURPOSES” only.

or

2

I do not give MISD permission to use the directory information above for school sponsored purposes information in the list labeled “SCHOOL SPONSORED PURPOSES”.

DIRECTORY INFORMATION for “ALL OTHER PURPOSES”

For all other purposes, the District has designated the following information as directory information: student name; photograph; degrees, honors, and awards received; grade level, and most recent educational institution attended.

Please check either box 1 or 2 in this section as well:

Check box#1 if you allow MISD to release your child’s name, photograph, degrees, honors, and awards received, grade level, and most recent educational institution attended to anyone who follows procedures for requesting it as specified in Policy FL LOCAL.

1

I do give MISD permission to release to anyone who follows procedures for requesting student name; photograph; degrees, honors, and awards received; grade level, and most recent educational institution attended.

or

2

I do not give MISD permission to release to anyone who follows procedures for requesting student name; photograph; degrees, honors, and awards received; grade level, and most recent educational institution attended.

Student Name _____ School Name: _____
Last First

Parent _____
Print Signature