

2026 DIRECTORY INFORMATION OPT OUT FORM

The Family Educational Rights and Privacy Act (FERPA), a Federal law, and Public Act 367 of 2016, a Michigan law, require that Coopersville Area Public Schools, offer you the opportunity to object to the District's disclosure of specific personally identifiable information from your student's education records, known as "directory information," described below.

Coopersville Area Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in writing. Directory information is information that is generally not considered harmful or an invasion of privacy if released. 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. The District has designated the following as directory information:

- a. student's name;
- b. address;
- c. telephone number;
- d. electronic mail address;
- e. date and place of birth;
- f. grade level;
- g. major field of study;
- h. participation in officially recognized activities and sports;
- i. height if member of an athletic team;
- j. weight, if member of an athletic team which requires disclosure to participate;
- k. date of graduation;
- l. degrees, honors and awards received;
- m. honor rolls;
- n. scholarships;
- o. school photographs or videos of students participating in school activities, events or programs;
- p. dates of attendance at district;
- q. most recent school attended.

If a parent or legal guardian of a student or an eligible student elects to "opt out" of the disclosure of any specific type of directory information, the District will elect not to disclose any directory information for that student. The list of uses or instances for which directory information is disclosed shall be available upon request throughout the school year. If a parent/legal guardian or an eligible student "opts out" of disclosure of directory information, a child who is in a team, club, or other group picture, he/she will be pictured in district publications.

The District typically discloses "directory information" to the entities, and/or in the circumstances, described below. If you do not want the District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. If you elect to "opt out" of the disclosure of any specific type of directory information, the District will elect not to disclose any directory information for your student(s).

Parent/Guardian

Student's Name: _____

School: _____

List of Uses/Instances in which Disclosure of Directory Information Occurs:

District Publications/News Publications/Blogs, Musical Programs, School Pictures/Yearbook, County Health Departments, Michigan Department of Health and Human Services, Coopersville PTO, Etc.