

**Family Educational Rights and Privacy Act (FERPA)
Annual Notification of Rights**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that MSAD #51, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, MSAD #51 may disclose appropriately designated "directory information" without written consent, unless you have advised MSAD #51 to the contrary in accordance with district procedures. The primary purpose of directory information is to allow MSAD #51 to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll 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, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want MSAD #51 to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify the appropriate school in writing (see list below) by September 15th or within thirty (30) days of enrollment, whichever is later. This opt-out request will remain in effect unless and until it is rescinded.

MSAD #51 has designated the following information as directory information:

- Name
- Participation and grade level of students in officially recognized activities and sports,
- Height and weight of student athletes,
- Dates of attendance in the school unit,
- Honors and awards received, and
- Photographs and videos relating to student participation in school activities open to the public (except photographs and videos on the Internet, which have a separate opt-out procedure).

Cross Reference: [JRA-E Annual Notice of Student Education Records and Information Rights - FERPA](#).

School Contacts to opt out:

Mabel I. Wilson: miwoffice@msad51.org Greely Middle School 4-8: gmsoffice@msad51.org

Greely High School: ghsoffice@msad51.org

Posted: December 14, 2023