

# Eugene School District 4J

Code: **JOA**  
Adopted: 8/20/08  
Readopted: 3/15/17

## **Directory Information\*\***

Directory information means those items of personally identifiable information contained in a student education record which would not generally be considered harmful or an invasion of privacy if released. The following categories are designated as directory information. The following directory information may be released to the public through appropriate procedures:

1. Student's name;
2. Parent's name,
3. Telephone number and email address of parent;
4. Telephone number of student who has reached 18 years of age;
5. Student's email address;
6. Student's photograph;
7. Student's age;
8. Major field of study;
9. Participation in officially recognized sports and activities;
10. Weight and height of athletic team members;
11. Dates of attendance; grade level;
12. Degrees or awards received;
13. Previous schools or programs attended.
14. A student identification number, user ID, or other unique personal identifier used by the student to access or communicate in electronic systems that cannot be used to access education records without a password or PIN known only by the authorized user.

A student's Social Security Number is not directory information.

15. Student addresses may be released only to a local public safety agency, when consistent with the interest of health, safety and welfare of a district student or students.

## **Public Notice**

The district will give annual public notice to parents of students in attendance and students who have reached 18 years of age or are emancipated. The notice shall identify the types of information considered to be directory information, the district's option to release such information and the requirement that the district must, by law, release secondary students' names, addresses and telephone numbers to military recruiters and/or institutions of higher education, unless parents or eligible students request the district withhold this information. Such notice will be given prior to release of directory information.

## **Right to Opt Out of Release of Directory Information**

Parents and eligible students who do not want the district to release directory information without their prior written consent may notify the district in writing. Requests to opt out of the release of directory information or release of information to military recruiters and/or institutions of higher education must be submitted in writing to the principal by the parent, student who has reached 18 years of age or emancipated student by September 20.

## **Disclosure of Directory Information**

The district may, but is not required to, release directory information pursuant to this policy. Directory information considered by the district to be detrimental will not be released.

Directory information shall be released only with administrative direction.

Information will not be given over the telephone except in health and safety emergencies.

END OF POLICY

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### **Legal Reference(s):**

[ORS 30.864](#)  
[ORS 107.154](#)  
[ORS 326.565](#)

[ORS 326.575](#)  
[ORS 336.187](#)

[OAR 581-021-0220 to -0430](#)  
[OAR 581-022-1660](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400 - 1427 (2006).  
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2011); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2011).  
No Child Left Behind Act of 2001, 20 U.S.C. § 7908 (2006).