

# Mt. Diablo USD

## Administrative Regulation

### Release Of Directory Information

AR 5125.1  
**Students**

#### Definition

Directory information means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information includes: (34 CFR 99.3; Education Code 49061)

1. Name
2. Address
3. Telephone number
4. Date ~~and place~~ of birth
5. Major field of study
6. Participation in officially recognized activities and sports
7. Weight and height of athletic team members
8. Dates of attendance
9. Degrees and awards received
10. Most recent previous school attended

The administrator of a school or a district may authorize the release of directory information in accordance with the conditions specified in the following section:

A student's name, address, and the telephone number may be released to:

1. School-affiliated parent groups as recognized by the school Principal or district administrator
2. Law enforcement agencies with probable cause, except for agencies seeking information for the enforcement of federal immigration law or related matter.
3. Governmental social service agencies including the Social Security Administration which has

legitimate educational interest.

Directory information does not include a student's social security number or student identification number. However, for purposes of accessing or communicating in electronic systems, directory information may include a student identification number, user identification, or other personal identifier used by the student provided that the identifier cannot be used to gain access to education records except when used in conjunction with a personal identification number, password, or other factor known or possessed only by the authorized user. (34 CFR 99.3)

Directory information also does not include a student's citizenship status, immigration status, place of birth, or any other information indicating national origin.

At the beginning of each school year, all parent/guardian shall be notified as to the categories of directory information the school or district plans to release and the recipients of the information. The notification shall also inform parent/guardian of his/her right to refuse to let the district designate any or all types of information as directory information and the period of time within which a parent/guardian must notify the district in writing that he/she does not want a certain category of information designated as directory information. (Education Code 49063, 49073; 34 CFR 99.37)

In addition, the annual parental notification shall include a statement that directory information does not include citizenship status, immigration status, place of birth, or any other information indicating national origin and that the district will not release such information without parental consent or a court order.

(cf. 5145.13 - Response to Immigration Enforcement)

The Superintendent or designee shall notify parent/guardian that he/she may request that the district not release the name, address and telephone number of their child to military recruiters, employers or institutions of higher education without prior written consent. (20 USC 7908)

#### Parent/Guardian Consent

No directory information of a student identified as a homeless child or youth as defined in 42 USC 11434a shall be released, unless the parent/guardian, or the student if he/she is 18 years or older, has provided written consent that directory information may be released. For any other student, directory information shall not be released if his/her parent/guardian notifies the district in writing that such information not be disclosed without the parent/guardian's prior consent. (Education Code 49073; 20 USC 1232g, 7908)

~~Directory information shall not be released regarding any student whose parent/guardian notifies the district in writing that such information may not be disclosed without the parent/guardian's prior consent. (Education Code 49073; 20 USC 1232g)~~

Military recruiters, employers or colleges shall not have access to a student's name, address and

telephone number if the parent/guardian has notified the district in writing that such information shall not be released without his/her prior written consent. (20 USC 7908)

Regulation MT. DIABLO UNIFIED SCHOOL DISTRICT  
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