

## **DIRECTORY INFORMATION**

### **Family Educational Rights and Privacy Act (FERPA)**

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

School organizations with which Maggie L. Walker Governor's School may share data:

- PTSA for Student Directory information
- Foundation for information distribution
- Boosters Groups for information distribution
- Smoke and Scales for information distribution

The Maggie L. Walker Governor's School for Government & International Studies (MLWGS) shall notify parents and eligible students at the beginning of each school year what information, if any, MLWGS has designated as directory information, the right to refuse to let the school designate any or all of such information as directory information, and the period of time to notify the school, in writing, that he or she does not want any or all of those types of information designated as directory information.

Directory information includes, but not limited to, the following data regarding students, their parents, and/or guardian:

1. name
2. gender
3. address
4. email address
5. telephone listing
6. student's home district
7. student's home high school
8. graduation date
9. the student's major field of study
10. participation in officially recognized activities and sports
11. dates of attendance
12. awards received by students
13. photographs

Adopted: April 26, 2012