

Class lists or staff directories will be used and distributed only by authorization of the principal or superintendent of schools. Under no circumstances will a list of names be distributed for political or commercial purposes. If student directory information is released it shall not be released to an agency or individual if personal profit is the object of the receiver. Directory information shall consist of:

- (1) Student name,
- (2) Address,
- (3) Grade in school,
- (4) Name of parents or guardian,
- (5) Date of birth
- (6) Gender
- (7) Photograph
- (8) Participation in officially recognized activities and sports
- (9) Weight and height of members of athletic teams
- (10) Degrees, honors, and awards received
- (11) The most recent educational agency or institution attended
- (12) Dates of attendance

In addition, State and Federal Agencies will be provided social security numbers if requested.

Parents or students who do not wish to have their child's name(s) included in a directory to be released may request that it be deleted. To request that the student not be included in directory information the parent or guardian will use form AR5205 of the policy manual and it shall be signed by the requestor. It shall be the school's responsibility to delete those names.

Legal Reference:	§79-526	Board Authority for Supervision and Control.
	§84-712.05	Records Which May Be Withheld From the Public, Enumerated.