

## 2022-2023 Public Notice

Note: The Public Notice is advertised in the New Journal the Friday before the start of school.

### NOTICE CONCERNING DISCLOSURE OF STUDENT DIRECTORY INFORMATION AND USE OF HAND SANITIZER

#### Red Clay Consolidated and Colonial School Districts

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that school districts, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the School District may disclose appropriately designated "directory information" without written consent, unless you have advised the school district to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the school district to include this type of 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* (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 the School District to disclose directory information from your child's education records without your prior written consent, you must notify the Superintendent of your district (listed below) in writing within 30 days of this notice. The Red Clay Consolidated and Colonial School Districts have designated the following information as directory information: **[Note: an LEA may, but does not have to, include all the information listed below.]**

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports.
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot be used for this purpose.)

An exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed or contracted by the district or school in order to perform a specific task or service. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Dorrell Green  
Red Clay Consolidated School District  
1502 Spruce Avenue  
Wilmington, DE 19805

Jeffery D. Menzer, Ed.D  
Colonial School District  
318 E Basin Road  
New Castle, DE 19720

In accordance with DOE Regulations, the Red Clay Consolidated School District and Colonial School District will be making Hand Sanitizer available to all students during in person instruction. If parents have concerns about this use, they are directed to contact their child's school principal or nurse.