Northfield
Public Schools I.S.D. 659 MINNESOTA

APPENDIX B

NOTICE OF DESIGNATION OF DIRECTORY INFORMATION

The Northfield Public Schools, Independent School District No. 659, designates the following personally identifiable information contained in a student's education record as "directory information," and will disclose that information without prior written consent.

1. The student's name
2. The student's address
3. The student's telephone listing
4. The student's photograph
5. The student's date of birth
6. The student's major field of study
7. The student's dates of school attendance
8. The student's grade level completed (i.e., first grade, tenth grade, etc.)
9. The student's enrollment status (full-time or part-time)
10. The student's participation in officially recognized activities/sports
11. The student's height and weight, if a member of an athletic team
12. The student's degrees, honors and awards received
13. The student's most recent educational agency or institution attended
14. The student's photographs, videotapes and other visual representations for school-approved publications, yearbooks, newspapers, public presentations and web pages.
15. The student's parent(s) name, address and telephone number

A parent/guardian of a student or an eligible student may object to the listed directory information being disclosed without the parent/guardian or eligible student's prior written consent except to school officials as provided under federal law. In order to make all directory information private, the parent/guardian or eligible student must submit a completed Denial of Release of Directory Information (Appendix C) to the Building Principal or Superintendent of Schools.

On or after _____ (date), each student's record will be appropriately marked by the Student Information Specialist to indicate the appropriate designation of the above information. This designation will remain in effect for the current school year only.

7/08

The Mission of the Northfield Public Schools is to deliver educational excellence
that empowers all learners to participate in our dynamic world.

An Equal Opportunity Employer