

2023-24 Release of Student Data for Buffalo-Hanover-Montrose Schools

According to the Minnesota Data Practices Act and the federal Family Educational Right and Privacy Act (FERPA), student directory information is public unless a parent requests that the information not be released. Parents who **do not want their child's data released for the 2023-24 year must use this form to notify their child's school, before the start of the school year**. If you have questions, you may contact the school your child attends.

1. Student Directory Information

Parents may choose to opt out of the release of student directory information. The primary purpose of directory information is to allow BHM to include this type of information in certain school publications. Examples include, but are not limited to:

- Playbills showing your student's role in a drama production
- Yearbook and other photos
- Honor roll or other recognition lists
- Graduation programs
- Sports/activity programs
- District-sponsored social media and local newspapers

Student Directory Information Includes

- Name
- Date and place of birth
- Major field of study
- Grade level completed
- Weight and height of members of athletic teams
- Dates of attendance (*e.g. Student attended Parkside from Sept 2000-05*)
- Degrees and awards received
- Most recent previous education agency or institution added
- Enrollment Status (*i.e. Full-Time or Part-Time*)
- Participation in officially recognized activities and sports

2. Military/Post Secondary Educational Institution Recruitment (Grades 9-12 ONLY). Each year the military and post secondary institution asks high schools to provide name addresses, phone numbers and emails of students in grades 9-12 for recruitment purposes. They provide information to students about education and career opportunities.

Release of Student Data Opt Out for the 2023-24 School Year

A parent/guardian must complete and return this form ONLY if they choose to Opt Out of any of the categories outlined above. This form must be completed for each child you wish to opt out of any section and returned to the school he/she will attend for that school year. If you need additional forms, you can make a copy or contact your child's school. It is understood that if the form is not completed, you are accepting the district's policy of the dissemination of student information.

Students Name (*Please Print Clearly*): _____

School Attending in 2023-24: _____ Grade: 2023-24: _____

_____ I choose to opt out of **ALL** Student Directory Information.

_____ I choose to opt out of Military Recruitment/Post Secondary Educational Institution Recruitment (**Applies Grades 9-12 ONLY**).

Parent/Guardian Name (*Please Print*): _____

Parent/Guardian Signature: _____ Date: _____

If you choose to Opt Out, please return this form to your child's school of attendance for the 2023-24 school year.