

**TREKNORTH JUNIOR AND SENIOR HIGH SCHOOL  
FERPA DIRECTORY INFORMATION OPT-OUT FORM**

TrekNorth recognizes the importance of using social media as a communication and learning tool. Social media has become an increasingly important part of our ability to communicate with families, students, staff and the community. TrekNorth recognizes the need to embrace this valuable avenue of communication and engagement in order to serve our students. TrekNorth also recognizes the need to use these powerful tools responsibly in an ever-changing environment.

To communicate and share activities at school, TrekNorth will utilize a District-approved Facebook account, TrekNorth Sundogs, and also the TrekNorth website, [www.treknorth.org](http://www.treknorth.org). TrekNorth is aware of the FERPA laws protecting students and will never post the following student-specific information protected under FERPA including, but not limited to: schedules, course enrollment, GPA/grades, demographic information, permanent home/address information, email address, date of attendance, or enrollment status.

However, there are certain items that TrekNorth may post with permission including the following: name; recognition for awards, honors, activities, sports, college acceptance; class standing (sophomore, senior, etc), photograph, student work (grade/score omitted). If you do not want the release of this information, please read and sign the following OPT-OUT FORM.

**FERPA DIRECTORY INFORMATION OPT-OUT FORM**

Name of Student (Printed) \_\_\_\_\_

NOTICE OF DIRECTORY INFORMATION OPT OUT In accordance with the Federal Educational Rights and Privacy Act of 1974 (FERPA), as amended, a student's education records are maintained as confidential and, except for a limited number of special circumstances listed in that law, will not be released to a third party without the parent/student's prior written consent. The law, however, does allow schools to release student "directory information" without obtaining the prior consent of the parent/student. **If you do not want the release of certain types of directory information without your prior consent, you may choose to "opt-out" of this FERPA exception by signing the Form below.** Directory information of a student who has opted-out from the release of directory information, in accordance with this policy/procedure for opting out, will remain flagged until the student requests that the flag be removed by completing and submitting a revocation of the opt out to the School.

TO: TREKNORTH JR. and SR. HIGH SCHOOL

I request the withholding of the following personally-identifiable information identified as Directory Information under FERPA. I understand that upon submission of this Form, the information checked cannot be released to third parties without my written consent or unless the School is required by law or permitted under FERPA to release such information without my prior written consent; and that the checked directory information will not otherwise be released from the time the School receives my Form until my opt-out request is rescinded. I understand that I may not opt out of use of my student ID number because it is necessary identifying information for the School. I further understand that if directory information is released prior to the School receiving my opt-out request, the School may not be able to stop the disclosure of my directory information. I understand that I may request and challenge how my directory information is used by contacting the School.

CHECK HERE TO OPT OUT OF ALL DIRECTORY INFORMATION IDENTIFIED BELOW or  
CHECK THE INDIVIDUAL BOXES BELOW TO SELECTIVELY OPT OUT OF INFORMATION  
SHARING

- Name
- Photograph
- Date of birth
- Class standing (e.g. sophomore)
- Participation in officially recognized activities and sports
- Degree(s) received
- Awards and honors received
- Student Work (art projects, class projects, written work, etc)

Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

If under 18, a parent or guardian must sign to opt the student out.