

DIRECTORY INFORMATION

In accordance with **Western Reserve Local School District Policy 8330: Student Records**, the school district has an obligation to protect the personal information of students. This policy also states that the school can make available, upon request, certain information called "directory information".

The Board of Education designates as student "directory information": a student's name; address; telephone number; date and place of birth; major field of study; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; or awards received.

The policy also states that each year the superintendent shall provide public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information. Additionally, it states clearly that this directory information shall not be provided to any organization for profit-making purposes.

Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within ten (10) days after receipt of the superintendent's annual public notice. Because there are a variety of legitimate reasons for making directory information available, it is our practice to release this information. If you, as a student or parent, do not want any of your directory information released, please provide the board of education office written notice of your wishes within 10 days of the publishing of this paper. You can mail your notification to 3765 US 20 East, Collins, Ohio 44826. You can review the school district's policy in its entirety on our web site www.western-reserve.org: click on the Board section, then on School Policies.