



Where Children and Learning Are One

August 20–22, 2008

Dear Parent, Guardian or Eligible Student:

Please read this letter, the *2008–2009 Notification of Rights under FERPA* notice on the back of this letter, and the *2008–2009 Directory Information Form* carefully.

At the beginning of each school year, we are required to notify you about your rights under the Family Educational Rights and Privacy Act (FERPA), a federal law, and to update our information about what you want us to do when releasing information about your child.

FERPA authorizes Lexington County School District One to release students' "directory information" to individuals who request that information such as companies that manufacture class rings or yearbooks. Directory information is considered to include your student's: name; address; telephone number; date and place of birth; photograph; participation in officially recognized activities and sports; weight and height if he/she is a member of an athletic team(s); dates of attendance; diploma, certificate, and honors or awards received; school and grade level; and the most recent school attended.

During your child's school career, your child will participate in a variety of academic, athletic, fine arts and other events/activities. During these events/activities, your child may be photographed/interviewed by district staff, school staff, other students or news media. Information about your child may appear: in newspaper articles; on television; in radio broadcasts; on displays; on the Internet; or in district or school promotional pieces; including but not limited to; the district or school Web site; school annuals or yearbooks; brochures; fliers; honor roll or other recognition lists; newsletters; playbills; programs (including graduation and athletic programs); television shows; videotapes; etc.

The district includes directory information in these types of school, district or media communication pieces. If you do not want your child's directory information released, you must complete and return this form to your child's school within 15 days. If you do not return this form, the district will be free to release or use such information as appropriate. You may change your mind and revoke this authorization at any time by filling out another form (available on our Web site) and returning it to your child's principal.

In compliance with law, the district routinely discloses directory information to military recruiters, upon request. The district also allows nonprofit groups such as Boy Scouts, Girl Scouts, etc. to send information to students. However, the district does not release this information to individuals or companies attempting to "sell" something to you or your child.

For a complete list of your rights under FERPA go to the district's Web site at www.lexington1.net and select the *Parents/Community* link at the top.

In addition, all Lexington County School District One board policies are available from the district's Web site. Just go to the district's Web site at www.lexington1.net and select the *Board Policies* link on the left. Then choose *Policy KL Public Use of School Records*.

If you neither own a computer nor have access to the Internet, the Gilbert, Lexington and Pelion branches of the Lexington County Library system all provide Internet access.

If you have questions, feel free to call me at 803-821-1152 or e-mail me at mbhill@lexington1.net.

Thanks for your help.

Mary Beth Hill
Chief Communications Officer