

**Linn Benton Lincoln
Education Service District**

Code: **JOA**
Revised: 3/8/06
Revised: 2/13/18

Directory Information**

Directory information means those items of personally identifiable information contained in a student education record which is not generally considered harmful or an invasion of privacy if released. The following categories are designated as directory information. The following directory information may be released to the public through appropriate procedures:

1. Student's name;
2. Dates of attendance;
3. Degrees or awards received;
4. Most recent school or program attended.

Public Notice

The ESD will give annual public notice to parents of students in attendance and students 18 years of age or older, or emancipated. The notice shall identify the types of information considered to be directory information, the ESD's option to release such information and the requirement that the ESD must, by law, release secondary students' names, addresses and telephone numbers to military recruiters and/or institutions of higher education, unless parents or students if 18 years of age or older or emancipated request the ESD withhold this information. Such notice will be given prior to release of directory information.

Exclusions

Exclusions from any or all directory categories named as directory information or from release of information to military recruiters and/or institutions of higher education must be submitted in writing within 15 days of annual public notice to the ESD official by the parent, or student 18 years of age or older or emancipated.

Directory information shall be released only with administrative direction.

Directory information considered by the ESD to be detrimental will not be released.

Directory Information will not be given over the telephone except in health and safety emergencies.

At no point will a student's Social Security Number or student identification number be considered directory information.

END OF POLICY

Legal Reference(s):

[ORS 30.864](#)
[ORS 107.154](#)
[ORS 326.565](#)
[ORS 326.575](#)

[ORS 336.187](#)
[OAR 581-021-0220 to 0430](#)
[OAR 581-022-1660](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400 - 1427 (2006).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2001); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2011).
No Child Left Behind Act of 2001, 20 U.S.C. § 7908 (2006).

**As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.

Cross Reference(s):

IGBAB - Records of Students with Disabilities
JO - Education Records