

**RETURN COMPLETED FORM TO SCHOOL PRINCIPAL
2018-2019 OPT-OUT CHOICES**

Parents have the right to consent to disclosure of their child’s records that is considered “directory information.” Directory Information is routine information that is generally not considered harmful to disclose. (Note: School yearbook photos are included in this category). Consequently, this kind of information may be included in school publications and disclosed to outside organizations without the parent’s prior written consent—unless the parent has opted out of such disclosure. Scott County Public Schools (SCPS) defines “directory information” as including (but not limited to):

- Name, including nickname
- Participation in officially recognized activities and sports
- Height and weight, if a member of an athletic team
- Birthdate
- Attendance record
- Awards and honors
- School and grade
- Photographs and other images
- Name of parent or guardian or individual with whom student lives
- Student gender, primary or home language (for limited purposes only—see below)
- Address and phone number (for limited purposes only—see below)

Public disclosure of directory information may be made in various ways. The following are examples of SCPS publications that frequently are made available to the public:

- School yearbooks (photos)
- Team rosters and class lists
- Graduation, theater, athletic, and music programs
- Videos of performances, school activities, and athletic events
- Articles about school activities and athletic events
- Lists of those receiving honors, awards, and scholarships
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Types of Directory Information

Directory information may be available to the general public (including the press) unless you complete the opt-out form (attached). If you want your child to be in the yearbook and other school-related publications available to the public, do not sign any opt-out form. If you want to limit the information released about your child, sign the opt-out form and check the information you want to withhold.

Opt-Out Options (Comprehensive and Limited)

1. Comprehensive Opt-Out Option:

Withhold all directory information about your child. This means your child will be completely excluded from all school publications available to the public, including school yearbooks, award lists, photographs, video productions, and student directories. It also means that directory information about your child will not be released to school-related organizations, such as PTAs or to state and county agencies unless specifically permitted by federal or state law.

2. Limited Opt-Out Options

As a general policy, SCPS does not release student addresses, phone numbers, parent information, or demographic information (such as primary language, or gender) to the press or the general public, even though it is directory information. SCPS does provide limited directory information to school-related organizations, such as PTAs, and to state and county agencies to help provide services. If you do NOT

want directory information released to these entities, select one or more of the options below.

- A. Choice A. Omit your child from school directories. Unless you opt out, SCPS will provide student addresses and phone numbers to the press or the general public; however, it does provide that information to PTAs and other school-related organizations, which may use that information to publish student directories and may contact your family about school-related activities. Check Choice A if you want your child to be included in all school publications **except** student address and telephone directories.
- B. Choice B. SCPS also provides directory information, such as student address and phone; parent or guardian name, address and phone number; and demographic information to state and county agencies if SCPS determines that such information will help provide services to students or the school community. Check Choice B if you do not want state and county agencies to receive this type of directory information about your child, but you do want your child included in school publications.
- C. Choice C. Omit your child from photographic productions and other types of SCPS-sponsored publicity and media coverage. SCPS produces and participates in television, videotape, motion picture, audio recordings, Web-based media, and still photograph productions that may use your child's name, likeness, or voice. Such productions may be sold or used for educational purposes and may be copyrighted, edited, and distributed by SCPS. Also, news media cover Scott County schools and sometimes photograph, videotape, or broadcast likenesses of students during school hours. Check choice C if you do not want your child's image, name, or voice featured in such productions.

Military Recruiters: Federal law requires secondary schools to release the names, addresses, and telephone numbers of secondary school students to military recruiters who request this information. You or the student (even if the student is not 18 or emancipated) may prohibit the release of this information to military recruiters. Opt out by completing the appropriate form.

Guidance and Counseling: You have the right to withdraw your student from academic or career guidance provided by the school, personal-social counseling provided by the school, or both. The guidance program is part of the comprehensive education provided to all students and focuses on teaching positive approaches toward school and learning and the knowledge and skills for life and employment. It includes:

- Academic guidance, which helps students and their parents learn about required curriculum and testing and choose appropriate courses leading to graduation and a transition to college, career, and other educational opportunities.
- Career guidance, which helps students acquire information and skills in order to plan for work, jobs, apprenticeships, and postsecondary education and career opportunities.

The counseling program helps students develop an understanding of themselves and of the rights and needs of others; learn to resolve conflicts; and set individual goals reflecting their interests, abilities, and aptitudes. Personal-social counseling may be provided in groups (e.g., all ninth graders) in which general issues of social development are addressed (e.g., peer relationships) or in structured individual or small group, multisession counseling that focuses on the specific concerns of the participant(s) (e.g., social skills, grief, or anger management).

Participation in short-term personal-social counseling of an individual or small-group nature requires written notice to parents. Parental notice is not required for short-term personal-social counseling and/or crisis intervention that is needed to maintain order, discipline, or a productive learning environment.

You may excuse your child from academic or career guidance or from personal-social counseling at any time by completing the opt-out form on the appropriate page. An opt-out request will remain in effect from the day received by the school throughout the student's K-12 career in SCPS, unless the opt-out request is rescinded by the parents in writing. Parents who elect to have their child excused from academic or career guidance shall have sole responsibility to ensure that all academic and graduation requirements are fulfilled.

For more information about the forms, contact your child's school. If you need more than one form, photocopy them.

Objection to Release of Directory Information to the Public (Grades K-12)

TO: _____ (Principal's Name)

_____ (School Name)

REGARDING: _____ (Student's Name—please print)

Comprehensive Opt-Out Option: Do not release any directory information about my child. I understand this means exclusion from school documents that typically are made public, such as yearbooks, graduation programs, honor roll and other recognition lists, sports activities, and theatrical programs. It also means exclusion of my student's name, address, and phone number from the school or PTA directory it means that directory information about my child will not be released to school-related organizations, such as PTAs, or to state and county agencies unless specifically permitted by federal or state law. In addition, my child will not be featured in any videotape, television, motion picture, audio recording, broadcast, or still photograph production produced by and available to the public from SCPS or (to the extent that access is within SCPS control during school hours) the media.

Limited Opt-Out Option: You may release directory information about my student, except (check below):

Choice A. You may not provide address and telephone information to PTAs and other school-related organizations. I understand that this means my child will not be included in the student directory and my family may not be contacted about school-related activities sponsored by those organizations.

Choice B. You may not provide address and telephone; parent or guardian name, address, and phone number; and demographic information to state and county agencies.

Choice C. You may not feature my child's name, likeness, or voice in any videotape, television, motion picture, audio recording, broadcast, Web-based media, or still photograph production that will be produced by and available to the public from SCPS or (to the extent that access is within SCPS control during school hours) the media.

Parent's Signature

Date

NONDISCRIMINATION POLICY

In compliance with the Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1972; Title IX Regulation 1964 and Implementing Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Genetic Information Nondiscrimination Act (GINA) of 2008 and all other Federal, State, School rules, laws, regulations, and policies, Scott County Public Schools shall not discriminate on the basis of race, color, religion, national origin, political affiliation, gender/sex (including pregnant and parenting students), age, marital status, disability, or genetic information in any educational program including vocational education for career and technical students, daily activities or extra-curricular activities, or the admission to such programs or activities, and provides equal access to the Boy Scouts and other designated youth groups. Contact Brenda Robinette Nondiscrimination Compliance Officer, Jason Smith, or Jennifer Frazier at 276-386-6118, Scott County School Board Office for further information pertaining to nondiscrimination or to file a complaint.

POLÍTICA DE NO DISCRIMINACIÓN

En cumplimiento con la Orden Ejecutiva 11246; Título II de las Enmiendas a la Educación de 1976; Título VI de la Ley de Derechos Civiles de 1972; Título IX del Reglamento 1964 e Implementación de Enmiendas a la Educación de 1972; Sección 504 de la Ley de Rehabilitación de 1973; La Ley de No Discriminación de la Información Genética (GINA, por sus siglas en inglés) de 2008 y todas las demás reglas, leyes, reglamentos y políticas de la Federación, el Estado y la Escuela, las Escuelas Públicas del Condado de Scott no discriminarán por raza, color, religión, Género / sexo (incluyendo estudiantes embarazadas y de padres), edad, estado civil, discapacidad o información genética en cualquier programa educativo incluyendo educación vocacional para estudiantes de carreras y técnicos, actividades diarias o extracurriculares o admisión a dichos programas o actividades, Y proporciona igualdad de acceso a los Boy Scouts y otros grupos juveniles designados. Contacto Brenda Robinette Oficial de la conformidad de la no discriminación, Jason Smith, o Jennifer Frazier en 276-386-6118, oficina del consejo escolar del condado de Scott para la información adicional que pertenece a la no discriminación o para archivar una queja.

Objection to Release of Information for Graduation Photos
for Commercial Purposes (Grades 9-12)

TO: _____ (Principal's Name)

_____ (School Name)

REGARDING: _____ (Student's Name—please print)

I object to the release of my student's name and address to commercial photographers for purposes of marketing graduation ceremony photographs.

Parent's Signature

Date

NONDISCRIMINATION POLICY

In compliance with the Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1972; Title IX Regulation 1964 and Implementing Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Genetic Information Nondiscrimination Act (GINA) of 2008 and all other Federal, State, School rules, laws, regulations, and policies, Scott County Public Schools shall not discriminate on the basis of race, color, religion, national origin, political affiliation, gender/sex (including pregnant and parenting students), age, marital status, disability, or genetic information in any educational program including vocational education for career and technical students, daily activities or extra-curricular activities, or the admission to such programs or activities, and provides equal access to the Boy Scouts and other designated youth groups. Contact Brenda Robinette Nondiscrimination Compliance Officer, Jason Smith, or Jennifer Frazier at 276-386-6118, Scott County School Board Office for further information pertaining to nondiscrimination or to file a complaint.

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Denial of Access to Military Recruiters (Grades 9-12)

TO: _____ (Principal’s Name)

_____ (School Name)

I object to the release of the name, address, or telephone number of

(Print name of student)

to military recruiters during this school year. I understand that once this form has been signed by either the student or a parent, only a parent may change it. I also understand that if I want to change it, the parent must notify the principal in writing that the form is no longer in effect and that student information may be released.

Signature of Student or Parent

Name of Signing Student or Parent—Please Print

Date

NONDISCRIMINATION POLICY

In compliance with the Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1972; Title IX Regulation 1964 and Implementing Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Genetic Information Nondiscrimination Act (GINA) of 2008 and all other Federal, State, School rules, laws, regulations, and policies, Scott County Public Schools shall not discriminate on the basis of race, color, religion, national origin, political affiliation, gender/sex (including pregnant and parenting students), age, marital status, disability, or genetic information in any educational program including vocational education for career and technical students, daily activities or extra-curricular activities, or the admission to such programs or activities, and provides equal access to the Boy Scouts and other designated youth groups. Contact Brenda Robinette Nondiscrimination Compliance Officer, Jason Smith, or Jennifer Frazier at 276-386-6118, Scott County School Board Office for further information pertaining to nondiscrimination or to file a complaint.

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Guidance and Counseling Opt-Out Form (Grades K-12)

Complete and return this form (to your child’s school) only if you **DO NOT** want your child to participate in any aspect of the guidance and counseling program.

An opt-out request will be in effect from the day it is received by the school and will remain in effect throughout the student’s K-12 career in SCPS, unless the opt-out request is rescinded by his or her parent in writing.

I request that my child _____, in grade _____, **NOT** participate in the following:

_____ Academic or career guidance that is provided by his or her school.

_____ Personal-social counseling that is provided by his or her school.

I understand that parental permission is not required for counseling and/or crisis intervention that is needed to maintain order, discipline, or a productive learning environment. I understand that parents who elect to have their child excused from academic or career guidance shall have sole responsibility to ensure that all academic and graduation requirements are fulfilled.

Signature of Parent or Guardian:

Date

Student’s Name (Please Print)

Student’s School (Please Print)

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