

**THE LOS ANGELES UNIFIED SCHOOL DISTRICT  
BOARD RESOLUTION REGARDING THE RELEASE OF STUDENT DIRECTORY  
INFORMATION**

**Human Rights Committee, UTLA and CAMS**

WHEREAS, Section 9528 of the No Child Left Behind Act of 2001 (hereinafter “NCLB”) states that upon request, school districts receiving federal funding must provide students’ directory information including names, addresses and phone numbers to United States military recruiters for recruiting purposes;

WHEREAS, NCLB also states that students and parents may “opt-out” and request not to have student contact information disclosed without affirmative parental consent;

WHEREAS, Article I, Section 1 of the California Constitution recognizes and protects the individual right of privacy; and

WHEREAS, California law requires that a parent or guardian of a public school student to provide student emergency information to the school, and requires school site administrators to have emergency information on file for each student, Cal. Educ. Code § 49408; and

WHEREAS, the NCLB act does not state an age requirement to “Opt Out”; and

WHEREAS, the NCLB law does not require students and parents to Opt Out each year in order to comply with the law; and

WHEREAS, LAUSD seeks to comply with NCLB; provide effective notice of NCLB provisions to students and parents; and protect the privacy rights of its students;

THEREFORE BE IT RESOLVED, that the Board of Education of the LAUSD hereby directs the Superintendent and staff to develop a policy governing all releases of student directory information to military recruiters as follows:

- a. LAUSD will notify parents and students in writing of their right to “opt-out” and request that each student’s directory information not be released without prior written consent, in accordance with Section 9528 of NCLB, and that LAUSD will comply with each parental or student request for non-release of student information; and
- b. Information about this privacy policy will be presented and discussed in all high school homerooms, through a school public announcement, and through the distribution of a bulletin to teachers, counselors and administrative staff, at least four weeks prior to the release of directory information to the military or during the first week of each school semester or track; and
- c. An opt-out form will be included in all high school registration packets and beginning of the year mailings each year, in the home language of the students, and will be prominently displayed on the LAUSD website;
- d. Pursuant to Reference Guide 1833.0 Secondary Student Directory Information, 2005-2006, district and school computers and SIS system will keep track of military recruiting opt-out choices by parents or students, as a separate and discrete choice, without combining such choice with other privacy preferences; and
- e. The Student Emergency Card shall be revised to include an opt-out provision to be completed and signed, and kept on-file at the school for each student; and
- f. The district shall accept all “opt-out” forms submitted by parents and students as long as they comply with Section 9528 of the No Child Left Behind Act of 2001; and
- g. LAUSD shall allow at any time a parent or student to change their “opt out” choice by requesting and submitting a new opt-out form; and
- h. Opt Out requests from one year will automatically transfer to the next year unless a parent or student submit a written request to have the directory information released; and
- i. Students under the age of 18 be allowed to sign Opt Out forms without requiring parent signatures; and
- j. LAUSD shall keep track of the costs associated with the release of directory information to the military and report to the Board yearly.

PARENT/GUARDIAN CONSENT FORM for  
RELEASE of STUDENT NAME, ADDRESS and PHONE NUMBER

Colleges, universities, employers, and the military request school districts to release student contact information, including the names, addresses, and phone numbers of high school students, to them. Federal law requires that if school districts release such information to colleges and universities, they must also release that information to the military upon request.

The law allows parents and guardians to decide not to release a student's contact information to one, some, or all of these groups. If you don't want the school district to give out your child's contact information, please fill out the form below and turn it in to your child's school. Please keep a copy for your records. If you don't turn in this form to your child's school, her or his contact information may be provided to colleges, universities, employers, and the military upon request.

\_\_\_\_\_

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

**Name of High School:** \_\_\_\_\_

**I hereby request that the contact information, including the name, address, and telephone number, for this student, (Print name of student) \_\_\_\_\_,**

**NOT be released, without prior written parental consent, to the following entities:**

**(check one or more boxes below that apply)**

**Military (United States Army, Navy, Air Force, Marines) and military schools**

**Colleges, universities, and educational institutions**

**Prospective employers**

\_\_\_\_\_  
**Print Name of Parent or Legal Guardian**

\_\_\_\_\_  
**Signature of Parent or Legal Guardian**

\_\_\_\_\_  
**Print Name of Student**

\_\_\_\_\_  
**Signature of Student**