ANNUAL NOTICE

INFORMATION DESIGNATED AS "DIRECTORY"

The Minford Board of Education has designated the following categories of personally identifiable information contained in student records as directory information which may be released at the board's discretion:

The student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height (for members of athletic teams), dates of attendance, achievement and awards received, photos and images on the website, etc., the most recent previous educational agency or institution attended and other similar information.

The parent of any student under eighteen years of age or any student eighteen or older may refuse to permit designation of any such personally identifiable information if the Board of Education is so informed in writing by the end of the first nine weeks period of school. The written refusal should be sent to the principal of each school:

Mr. McGraw	-	Minford Elementary School	-	Grades K-3
Mr. Evans	-	Minford Middle School	-	Grades 4-8
Mr. Pica	-	Minford High School	-	Grades 9-12

P.O. Box 204, Minford, OH 45653

Student Records

Under federal law and Board of Education policy, parents of any student under eighteen years of age or the student himself or herself, if eighteen or older, have the right to examine the student's records, to challenge the contents of those records to insure that they are not misleading, inaccurate, or in violation of the student's rights, to insert in the file a complaint with the Family Education Rights and Privacy Act Office, 330 Independence Avenue SW, Washington, DC 20201, if they think the district is not complying with federal law or regulations governing student records.

The Board of Education has established policies and procedures regarding access to and challenges of student records. Copies of these policies and procedures are in the Central Office of Minford Local Schools and are also located on the school website.