

ADMINISTRATIVE GUIDELINES

Special Services, Johnson County and Surrounding Schools

SERIES 600: STUDENTS

Section 601: General

601.7 Disclosure of Student Lists

Date of Draft Version:	12.11.14
Review by Discussion Team:	3.10.15
Date Finalized for Website:	3.16.15

The Governing Board of Special Services, Johnson County and Surrounding Schools, in order to maintain the privacy of its students, prohibits the disclosure of any student list to any commercial organization without the approval of the principal.

“Student List” is defined as a list containing the names, addresses and /or e-mail addresses of any or all students currently or formerly enrolled in the school corporation.

“Commercial organization” is defined as any entity which is for-profit organization. “Commercial organization” does not include any of the Armed Forces of the United States as defined by state law.

The Board also prohibits the disclosure of student lists to any individual or entity for political purposes.

“Political purposes” is defined as influencing the election of a candidate for federal, state, legislative, local or school board office or the outcome of a public question or attempting to solicit a contribution to influence the election of a candidate for federal, state, legislative, local, or school board office or the outcome of public question.

Staff members receiving a request for disclosure of a student list shall refer the request to the building principal for disposition.

SPECIAL NOTE:

See the Appendix of these Administrative Guidelines for the form to be used when parents wish to deny release of Directory Information to Representatives of the Military Services and Military Academies.