

**Exhibit 506.02-E(1): Student Directory Information - Authorization for Releasing
Information**

Status: ADOPTED

Original Adopted Date: 02/20/2023 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

See PDF on the next page.

Code no. 506.02 E1

Student Directory Information - Authorization for Releasing Student Directory Information

The Dallas Center - Grimes Community School District has adopted a policy designed to assure parents and students the full implementation, protection and enjoyment of their rights under the Family Educational Rights and Privacy Act of 1974 (FERPA). A copy of the school district's policy is available for review online within the district website.

This law requires the school district to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public.

The school district has designated the following information as directory information:

- Student's name
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Photograph
- Degrees, honors, and awards received
- Dates of attendance
- Grade level
- The most recent educational agency or institution attended
- Release of information on the District's website will be limited to information that does not allow for the identification of individual students by address or telephone numbers.

You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student provided that you notify the school district in writing by the first day of school each year. If you desire to make such a refusal, please complete and return the slip attached to this notice.

If you have no objection to the use of student information, you do not need to take any action.

RETURN THIS FORM

Dallas Center-Grimes Community School District Parental Directions to
Withhold Student/Directory Information for Education Purposes, for 20__-20__ school year.

Student Name: _____ Date of Birth: _____

School: _____ Grade: _____

(Signature of Parent/Legal Guardian/Custodian of Child) (Date)

This form must be returned to your child's school no later than the first day of school each year.

Additional forms are available at your child's school.

I.C. Iowa Code	Description
Iowa Code § 22	Open Records
Iowa Code §622.10	Evidence - Communications in Professional Confidence
I.A.C. Iowa Administrative Code	Description
281 I.A.C. 12.3	Administration
281 I.A.C. 41	Special Education
U.S.C.- United States Code	Description
20 U.S.C. § 1232g	Education -FERPA
C.F.R. - Code of Federal Regulations	Description
34 C.F.R. Pt. 99	Education - Family Rights and Privacy

Cross References

Code	Description
901	Public Examination of School District Records
902.04	Live Broadcast or Recording