

August 2024

Dear Parent/Guardian:

As we all know, student safety is our highest priority, and we have an obligation to protect our students' identity and keep information about our students confidential.

The Federal Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, requires schools to keep a student's education records confidential and, except for a limited number of circumstances listed in that law, prevents the disclosure of a student's education record to a third party without the parent's/student's prior written consent. However, the law allows schools to disclose appropriately designated directory information without written parental consent unless the parents have advised the school district to the contrary. Examples of directory information that can be disclosed without written parental consent include:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user
- A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

## *A Legacy of Families First*

### **District Office**

518-853-4415 Ext. 4230  
Fax: 518-853-4461  
Richard R. DeMallie, Ed. D.  
*Superintendent of Schools*

### **Business Office**

518-853-3732 Ext. 4207  
Fax: 518-853-3534  
Mrs. Jodie Rodriguez  
*Interim Business Official*  
Mrs. Chasity McGivern  
*School Business Manager*

### **High School**

518-853-3182 Ext. 4238  
Fax: 518-853-1239  
Mr. Aaron Grady  
*Principal*

### **Middle School**

518-853-4747 Ext. 4246  
Fax: 518-853-4498  
Mr. Kyle Roberts  
*Interim Principal*

### **Elementary School**

518-853-3332 Ext. 5001  
Fax: 518-853-1455  
Mr. Eric Romano  
*Principal*

### **Pupil Services**

518-853-4747 Ext. 4234  
Fax: 518-853-8643  
Mrs. Kristine Dickson  
*Director of SPED/Pupil  
Personnel*

### **K-12 Programs**

518-853-4747 Ext. 4250  
Fax: 518-853-4461  
Mrs. Christine Radez  
*Director of Curriculum &  
Instruction*

### **Student Registration**

518-853-4747 Ext. 5008  
Fax: 518-853-4498  
Mrs. Amy Thum  
*Data Coordinator*

From time to time, the Fonda-Fultonville Central School District publishes student directory information on the district website, in school publications or in media releases in order to recognize student achievement or depict activities of the district.

Parents who do not want their child(ren)'s directory information or picture released should complete the form below and return it no later than September 13<sup>th</sup> to your child's principal. Examples of items where your child's name would **not** be included are:

- A school playbill
- Yearbooks
- Honor roll or other recognition lists
- Graduation programs
- Sports stories in newspapers including photos of athletes and/or team statistics showing weight and height of team members
- A photo of your child in the district newsletter depicting him or her at work in the classroom or during some other school activity
- The school website

Thank you for your understanding and again, **please complete the form below and return it to your eldest child's principal, if you prefer that your child's directory information not be used or publicized.** If you have any questions, please contact me at 853-4415, ext. 4230.

Sincerely,

Richard R. DeMallie, Ed.D.  
Superintendent of Schools

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*Data Coordinator*

## FERPA Form

Please do **not** use or release images or directory information of my child(ren) in any school publications or release them to any third party. This is valid for the 2024-2025 school year.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Name (print)	Grade	Bldg.	Teacher Name

**Please return this form by September 13<sup>th</sup> to your eldest child's principal.**

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