

**ANNUAL DIRECTORY INFORMATION NOTICE  
CHAMPLAIN VALLEY SCHOOL DISTRICT  
ANNUAL NOTIFICATION OF DESIGNATION OF DIRECTORY INFORMATION  
AND RIGHT OF REFUSAL**

To: All parents of students, and to eligible students\* currently attending schools in the Champlain Valley School District (Allen Brook School, Champlain Valley Union High School, Charlotte Central School, Hinesburg Community School, Shelburne Community School and Williston Central School).

Schools in the Champlain Valley School District may disclose designated directory information on students without the prior consent of the parent or eligible student, and without any record of such disclosure. The following types of personally identifiable information may be designated directory information:

Student's name, address, telephone number, electronic email address, photograph, date and place of birth, grade level, major field of study, participation in officially recognized activities or sports, weight and height of members of athletic teams, dates of attendance, and/or degrees, honors, and awards received.

Disclosure may include such personally identifiable information contained or reflected in photographs.

If you are an eligible student and are currently attending any of the above named schools, or if you are the parent of a student currently attending school in any of the above schools, you have a right to refuse to permit the designation of any or all of these types of information as directory information concerning your child, or (if you are an eligible student) yourself, by providing written notice of your refusal listing the type(s) of information which you refuse to have so designated to the principal of the school your child attends (or the school you attend, if you are an eligible student), on or before September 20, 2020.

This annual notification is only a summary of rights. Further details about your access to and limitations on disclosure of your education records are contained in the school district's detailed student record policy (available through the school offices), and in state and federal law.

\* You are an eligible student if you are at least 18 years of age or are attending an institution of postsecondary education.