



## **AEA Community Board Approved Policies**

### **C2: Federal Educational Rights And Privacy Act (Ferpa) Directory Information Policy and “Opt-Out” Notice**

“Directory information,” which is defined as set forth below, may be released to requestors in limited circumstances by Albert Einstein Academies, without additional notice to you, unless you timely “opt out” of such disclosures, in writing.

State and federal law allows directory information to be disclosed to any requestors, except those who intend to use the information for commercial purposes. However, this school's policy is to not release directory information to any requestor, for any purpose, without specific prior parent/guardian consent in each situation, EXCEPT when we release such information to requestors that engage in political advocacy, lobbying, or information dissemination related to California charter schools.

**If you do not want Albert Einstein Academies to disclose your contact and other directory information from your child's records to such persons or entities without your prior written consent, you must notify us by May 1, 2018 by emailing your opt-out request to: [recordsoptout@aeacs.org](mailto:recordsoptout@aeacs.org)**

Albert Einstein Academies has designated the following information as directory information:

- Parents’/guardians’ names
- Address
- Electronic mail address
- Phone number(s)
- Dates of attendance



**BOARD APPROVED POLICY**

**Approved and Adopted: April 10, 2018**

**Revised:**