



SCHOOL DISTRICT OF PHILLIPS

"Preparing for Tomorrow"

P.O. Box 70, Phillips, Wisconsin 54555-0070

Phone 715-339-2419 FAX 715-339-2416 www.phillips.k12.wi.us

Rachel Hoffman, Superintendent

Molly Lehman, Business Manager

September 1, 2023

Dear Parents/Guardians:

Wisconsin's student record statute (revised April 27, 1982) and the Federal Family Education Rights and Privacy Act permit schools to release student "directory data" unless the parent or guardian advises the District of any or all of the items they refuse to permit the District to designate as directory information about that student.

The School District of Phillips designates the following personally identifiable information contained in a student's education record as "directory information", and may disclose that information without prior written consent.

1. The student's name
2. The student's address
3. The student's telephone listing
4. The student's date and place of birth
5. The student's major field of study
6. The student's participation in officially recognized activities and sports
7. The student's weight and height if a member of an athletic team
8. The student's dates of attendance
9. The student's photograph in school publications, website or Facebook
10. The student's degrees and awards
11. The name of the school most recently previously attended by the student

Note: The School District of Phillips is also required to notify parents of secondary school students that a secondary school student or the parent of the student may request that the student's name, address and telephone listing not be released to military recruiters or institutions of higher education without prior written parental consent

If you do not have any objections to the release of the above information, you need do nothing. If you object to the release of any of the above information about your child, you must, within two weeks, send a letter to my office advising the School District of any or all of the items you refuse to allow the District to designate as directory information about your child.

Please contact your building principal or me if you have any questions.

Yours truly,

Rachel Hoffman
Superintendent