

**CRITERIA FOR APPROVING AND DENYING DIRECTORY INFORMATION  
AND PII RELEASE REQUESTS**

**Finding Alternatives to Release**

Whenever possible, the Board should identify alternatives to releasing directory information and personally identifiable information (PII) such as, but not limited to, asking the requestor to disseminate material directly through the school and/or de-identifying information before release.

**Reasons for Release**

Release of directory information and PII should further the district's mission and/or support the development of students, a specific district school, the District, or a school-sponsored program. Release requests meeting these criteria shall not be denied based on viewpoint expressed or organization represented by the requestor.

**Criteria for Denying Release**

Directory information and PII releases requested for the following purposes are outside the scope of and/or violate the district's mission and shall be denied:

- a. Attacks ethnicity, race, religion, or other class protected by law;
- b. Promotes violence, terrorism, or other illegal activities, including, but not limited to, tobacco, drug, and/or alcohol use by minors;
- c. Is obscene or pornographic as defined by community standards;
- d. May substantially disrupt the educational environment;
- e. Poses a direct threat to the safety of students;
- f. Infringes on the rights of students including, but not limited to, material that is potentially libelous or invades privacy; or
- g. Has a political purpose defined as any activity undertaken in support of or in opposition to a statewide initiated or referred measure, a constitutional amendment or measure, a political subdivision ballot measure, or the election or nomination of a candidate to public office.

**POLICY ADOPTED: 01 AUG 15**