



WICKENBURG UNIFIED SCHOOL DISTRICT  
40 WEST YAVAPAI STREET  
WICKENBURG, AZ 85390  
928-668-5352 FAX 928-668-5390

## **Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)**

September 2013

Dear Parent:

PPRA affords parents and students who are under age eighteen (18) or emancipated minors ("eligible students") certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas:
  1. Political affiliations or beliefs of the student or student's parent;
  2. Mental or psychological problems of the student or student's family;
  3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or parents; or
  8. Income other than as required by law to determine program eligibility.
- *Receive notice and opportunity to opt a student out of:*
  1. Any other protected information survey, regardless of funding;
  2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
  3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Receive/Inspect, upon request and before administration or use:*
  1. Protected information surveys of students;

2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the education curriculum

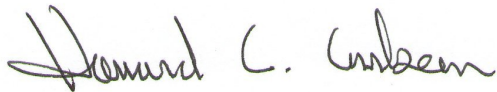
Wickenburg Unified School District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Wickenburg Unified School District will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes. Wickenburg Unified School District will also directly notify parents and eligible students, such as through registration materials, the U.S. Mail or e-mail, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education.
- Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-4605

Sincerely,

A handwritten signature in cursive script that reads "Howard C. Carlson".

Howard C. Carlson, Ed. D.  
Superintendent



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**STUDENT RECORDS**  
 DESIGNATION OF DIRECTORY INFORMATION

During the school year, District staff members may compile nonconfidential student directory information specified below.

According to state and federal law the below-designated directory information may be publicly released to educational, occupational or military recruiting representatives without your permission. If the Governing Board permits the release of the below-designated directory to persons or organizations who inform students of educational or occupational opportunities, by law the District is required to provide the same access on the same basis to official military recruiting representatives for the purpose of informing students of educational and occupational opportunities available to them, unless you request in writing not to release the student's information without your prior written consent. *If you do not opt out of releasing any and all of the below-designated information, then the District must provide military recruiters, upon request, directory information containing the student's names, addresses and telephone listings.*

If you *do not* want any or all of the below-designated information about your son/daughter to be released to any person or organization without your prior written consent, you must notify the District in writing by checking off any or all of the rejected information, signing the form at the bottom of this page, and returning it to the Principal, within two (2) weeks of receiving this form. If the School District does not receive this notification from you within the prescribed time, *it will be assumed that your permission is given* to release your son's/daughter's designated directory information.

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 TO: Principal

I *do not* want the information I have "X" below concerning (student's name) \_\_\_\_\_  
 \_\_\_\_\_ designated as directory information and  
 released to any person or organization without my prior written consent:

- |   |  |
|---|--|
| <input type="checkbox"/> Name   | <input type="checkbox"/> Address                 |
| <input type="checkbox"/> Telephone listing  | <input type="checkbox"/> Electronic mail address |
| <input type="checkbox"/> Date & place of birth  | <input type="checkbox"/> Photograph              |
| <input type="checkbox"/> Dates of attendance  | <input type="checkbox"/> Grade level             |
| <input type="checkbox"/> Honors & awards received                                     | <input type="checkbox"/> Major field of study    |
| <input type="checkbox"/> Enrollment status (e.g., part time or full time)             |  |
| <input type="checkbox"/> Participation in officially recognized activities and sports |  |
| <input type="checkbox"/> Weight & height of members of athletic teams                 |  |
| <input type="checkbox"/> Most recent educational agency or institution attended       |  |

\_\_\_\_\_  
 (Parent/guardian signature) (Date)