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August 10, 2016

Dear Parent/Guardian

The Every Student Succeeds Act (ESSA), the federal law replacing No Child Left Behind, requires public schools to provide directory information (the names, addresses, and telephone numbers) of students to military recruiters and/or colleges when requested. You may “opt out” of this requirement, meaning that we will not give your student’s information to military and/or education and training program recruiters.

To withhold your student’s name, please return this form by **November 15** and designate which information you want withheld. If we do not hear back from you, we will be releasing your student’s information when requested. ***This “Opt-Out” form only needs to be completed once during high school.***

Sincerely,

Preston Randall, EdD
Director of Guidance

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I request that directory information for _____, as described above, **NOT** be released to military recruiters or institutions of higher education.

- Do not send information to Military Recruiter.
- Do not send information to education/training programs.

Parent/Guardian Signature

Date

Superintendent’s Office
Fax # 524-1540

Principal’s Office
Fax #527-6465

Main Office
Fax #527-6453

Guidance Office
Fax #527-6467