

**To:** Parents/Guardians of High School Students  
**From:** Heather DeLollis, Director of Special Services  
**Date:** August 2017  
**Re:** ESEA

Under the federal Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), public high schools must give the names, addresses and telephone numbers of students to military recruiters upon request (ESSA, Title IV, 8528). This information is to be used specifically for armed forces recruiting purposes. However, parents have the right to instruct the school in writing that this information is not to be released.

One of the provisions of this law states that a student or the parent of the student may request that a student's name, address, and telephone listing not be released without prior written parental consent, and that the Spotswood School District notify parents of the option to make a request and shall comply with any request.

In compliance with this law, we are hereby notifying all parents of their option to make a request to not release information to the military without prior written consent. **If you choose to take advantage of this option, please complete this form and return it to the School Counseling Services office by September 13, 2017. If no form is received, directory information on your child will be released to the military.**

I thank you for your patience and understanding in this matter.

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\_\_\_\_\_ I request that the Spotswood School District not release directory information on my child to the military without my prior written consent.

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
(Please Print)

Parents Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return to the School Counseling Services office by September 13, 2017**