

Letter to Superintendent & School Board

Date

Superintendent's Name

Address

City, State, Zip

Dear Superintendent _____ and Board,

I was surprised to learn that Section 9528 of the No Child Left Behind Act of 2001 requires high schools to release students' private information to military recruiters unless they and their families "opt out" in writing. Enclosed is a Sample Optimum Opt Out Resolution I hope you will consider adopting as a School Board to protect the privacy of families.

I understand that Section 9528 requires schools to notify parents and students of their right to opt out, but that implementation of this policy varies from District to District. I'd like to know that our District is practicing "Optimum Opt Out" policy, and urge you, in addition, to make the process of opting out as straightforward as possible:

Optimum Opt Out Policy Suggestions:

1. Publicize Opt Out policy at staff & family orientations, in publications, and on the school district's web site
2. Attach Opt Out form to the school's required emergency information form, or print the Opt Out form as a stand-alone form, and require its return as part of student registration
3. Translate Opt Out form into multiple languages, as appropriate for our school community

Could you please let me know what our District's policy and implementation regarding Section 9528 is, by mail, or by email if noted below? Thank you.

Sincerely,

Signature

Date

Name

Address

City, State, Zip

Email Address (Optional)