



Monticello Central School District

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www.monticelloschools.net

Matthew T. Evans, Ed. D., *Superintendent of Schools*

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Matthew T. Evans, Ed. D.
Superintendent of Schools
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Dear Parent/Guardian:

The Monticello Central School District is proud to provide the community with "good news" from our schools and information about events, activities, and achievements. We do this each year through a variety of methods including newsletters, media releases, website (www.monticelloschools.net) postings and social media.

Some examples of news we like to share may include honor roll lists, unique classroom activities and lessons, music awards, academic recognitions, yearbook, internal building or grade level mailings, ceremony, and concert programs and more. Your child's name, grade, age, photograph, and comments may be published if he or she is part of one of these activities.

The district has an "opt-out" media policy. This means that unless your child's school has a signed "opt-out" form on file, your child's information and/or photo may be used in any of the prior stated media capacities.

Should you wish to "opt-out" and NOT permit your child's photo and/or directory information to be shared, please contact your child's school to request an Opt-Out Media Form.

Educationally yours,

Matthew T. Evans, Ed. D.
Superintendent of Schools

OPT-OUT MEDIA/DIRECTORY FORM

I elect **NOT** to have **ANY** directory information/photo of my child used in district publications, media releases, on the district website, or its social media page.

I elect **NOT** to have directory information/photo of my child used in district publications, media releases, on the district website or its social media page **WITH THE EXCEPTION OF:**

Please circle which applies: YEARBOOK HONOR ROLL LISTS CEREMONY/CONCERT PROGRAMS

*** This form must be filled out completely to ensure that your child's information is kept private.**

Child's Full Name: _____

School and Grade: _____ Date: _____

Parent / Guardian Full Name (Printed): _____

Signature of Parent / Guardian: _____

Contact Telephone Number: _____

School Year (NOTE: you must complete this form each year that you wish to opt your child out): _____

Please call your Child's school if you have any questions about this form