



LAW LIMITS SHARING OF STUDENT AND EMPLOYEE INFORMATION

From time to time, individuals (e.g. salespeople) call with request for information on students and employees for solicitation purposes. In the past, the Mehlville School District has made available (for a small fee) student and employee lists containing names, addresses and telephone numbers. However, some of this information is no longer available to the public.

Anyone requesting student directory information can receive a student's name, parent's name, as well as specific types of information outlined in the Family Education Rights and Privacy Act (FERPA) such as: grade level; enrollment status (e.g., full-time or part-time); participation in school-based activities and sports; weight and height of members of athletic teams; dates of attendance; degrees, honors and awards received; artwork or coursework displayed by the district; most recent previous school attended; and photographs, videotapes, digital images and recorded sound unless such photographs, videotapes, digital images and recorded sound would be considered harmful or an invasion of privacy. If for any reason parents do not wish such information released, they should notify the Executive Director of Student Services in writing. The address is 3120 Lemay Ferry Road, St. Louis, MO 63125.

The only information that can be released pertaining to district employees is name, position, salary and length of service in the Mehlville School District. Please note that there is a charge for directory information lists. All requests for such lists should be sent in writing to the Communications Department, 3120 Lemay Ferry Road, St. Louis, MO 63125.

TAKING THE *FIRST STEPS* TOGETHER

First Steps is Missouri's Early Intervention Program for infants and toddlers with special needs and their families. It is a collaborative effort of the Missouri Department of Elementary and Secondary Education, Health, Mental Health and Social Services. First Steps offers coordinated services and assistance to young children, birth to 36 months, who have delayed development or diagnosed conditions that are associated with developmental disabilities. To qualify to First Steps a child must have a significant delay in Cognitive, Communication, Adoptive/Self Help, Physical or Social/Emotional development or have a diagnosed condition or a developmental disability. Referrals should be made to St. Louis County, 1215 Fern Ridge Parkway, Suite 101, St. Louis, MO 63141, (314) 453-9203.