



TOTOWA  
PUBLIC  
SCHOOLS

OFFICE OF THE SUPERINTENDENT  
Washington Park School  
10 Crews Street, Totowa, NJ 07512  
Phone: 973-956-0010

Patricia Capitelli  
September 2018

Superintendent

Dear Parents/Guardians of Students Grades 6 – 8:

Re: Release of Pupil Directory Information

The New Jersey State Legislature recently passed a new law (N.J.S.A. 18A:54-20.3) that requires all local school districts to provide pupil directory information for each pupil enrolled in grades 6 through 8, or any subset of these grades, as requested by the county vocational school district. The Totowa School District has received such a request.

One of the provisions of this law states that a student’s parent and/or guardian has the option of not having a pupil’s information released to county vocational schools.

In compliance with this law, we are hereby notifying all parents/guardians of their option to make a request to not release their child’s name and address to the county vocational school district. If you choose to take advantage of this option, please complete this form and return it to the main office of your child’s school by September 8, 2017. If no form is received, directory information on your child will be released to the county vocational school district.

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

Very truly yours,

Patricia Capitelli  
Chief School Administrator

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\_\_\_\_ I request that the Totowa School District not release directory information on my child to the county vocational school district.

Student’s Name \_\_\_\_\_ Grade \_\_\_\_\_  
(Please print)

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return to the main office of your child’s school by Friday, September 7, 2018.**