



DeForest Area School District

Administrative Services • 520 East Holum Street, DeForest, WI 53532
(608) 842-6500 • www.deforest.k12.wi.us • FAX (608) 842-6576

Administrative Regulation – Contact by Recruiters

School districts receiving assistance under the federal Elementary and Secondary Education Act of 1965 (ESEA) are required by federal law to provide military recruiters the same access to secondary school students as they provide to post-secondary educational institutions or to prospective employers of those students. Districts are also required by federal law to provide, upon request by military recruiters or post-secondary educational institution, access to high school students' names, addresses and telephone listings.

A high school student or the parent of the student may request that this information not be released without written parental consent. The DeForest Area School District notifies parents of this option through the Directory Data/Student Withholding form given to parents each school year during registration. A high school student's name, address or telephone number will not be disclosed without prior consent if the parents/guardians have completed this form (checking the appropriate box for "US Military Recruiters" and/or "Colleges and other Higher Education Institution Recruiters").

Representatives from each branch of the military and post-secondary educational institutions may, with the approval of the high school principal, present information to high school students four days per school year (one per quarter suggested). Special events which have been approved in advance by a representative of the high school, such as Career Day, class presentations, or special awards programs, or visits for the purpose of collecting student transcripts, etc., are not counted toward this limit.

Requests to visit the high school must be submitted to the guidance office at least one week in advance so as to ensure that students can be informed of the upcoming visit through school announcements, to allow students to adjust their schedule for the purpose of making up the class time missed during the visit, and to ensure that the time which is requested by the recruiter is not in conflict with other appointments scheduled by the guidance office.

Visits with students will take place in the guidance office only, unless the purpose is for a special event, as mentioned above.

Also, counselors may provide students with materials provided by the armed forces and/or post-secondary educational institutions. All such materials must be appropriately labeled or identified and may be placed only in the guidance office or other areas designated by the principal or his or her designee. Counselors may provide students with information related to alternatives to military service.

March 8, 2007 / September 6, 2007