



#005-22

Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #005-22

DATE: January 7, 2022
TO: Division Superintendents
FROM: Rosa S. Atkins, Ed.D., Acting Superintendent of Public Instruction
SUBJECT: **Survey Regarding Change in Procedure for the Release of Student Directory Information for Military Recruiting**

The purpose of this memorandum is to bring attention to important matters with regard to the release of student directory information to the Department of Defense (DOD) military branches for recruiting purposes.

The [Every Student Succeeds Act of 2015](#) (ESSA) and [Section 521](#) of Title V of United States Code in the *National Defense Authorization Act for Fiscal Year 2021* (NDAA) requires each school division to provide military recruiters with student directory information, upon request, specifically student names, addresses, student email addresses, telephone listings, school site, and grade level, unless the parent has opted out from the release of such information.

The Virginia Department of Education (VDOE) has heard from multiple United States military recruiting branches that student directory information is not being provided to military recruiters in a timely manner and in some instances not at all. To remedy these challenges, the VDOE is considering taking on the responsibility for distributing all student directory information to each DOD military branch. This will facilitate a more streamlined process for all parties concerned and ensure that our state's local educational agencies (LEAs) remain in compliance with current law.

This action will require additional data elements to the Student Records Collection (SRC). A survey has been created to elicit local school divisions' feedback to determine if there may be unrealized challenges or consequences to this change in procedure. The VDOE requests that every Superintendent complete the [SRC Data Element Additions for Military Recruiter Report](#) survey no later than **February 18, 2022**.

For more information

For additional information, visit the following websites: [Every Student Succeeds Act](#) (ESSA), [National Defense Authorization Act for Fiscal Year 2021](#), and the [Elementary and Secondary Education Act of 1965](#).

A follow up communication will be made to Superintendents concerning the results of this survey and any direction we will be taking as a result.

For more information about the survey, please contact Dan Dunham, Virginia Department of Education Military Student and Family Specialist, by email at Dan.Dunham@doe.virginia.gov, or by telephone at (804) 225-2157.

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