

# Orchard Park Central School District

2240 Southwestern Blvd. West Seneca, NY 14224



David Lilleck  
Superintendent

www.opschools.org  
(716) 209-6200

October 6, 2023

## "A MATTER OF PRIVACY"

Access to personal records has been an issue for citizens throughout our country's history. Although many safeguards have been put in place to protect the rights of individuals and organizations, the fear of "Big Brother" still permeates our culture. Schools are not immune to information anxiety. The mystery surrounding a student's permanent file should not bring beads of perspiration to the foreheads of adolescents and adults! Students have the right to view their folders as do parents. In general, no information may be released to anyone other than certain law enforcement and school officials without the signed consent of a parent, guardian or student over the age of 18.

An exception to the above procedures was enacted by our Federal Government. We are required to release personal information including the names, birth dates, addresses and telephone numbers of our students to all branches of the United States military when officially requested. It is my responsibility to comply with the law, which includes giving parents the choice of "opting out."

We utilize the OPCSD Powerschool Parent Portal as the method of notification. Please follow the directions listed below to request that your student's information not be released. Parents choosing to "opt out" must complete this process before October 31, 2023. After October 31st I will be obligated to release the above information. If you wish to allow your student's information to be released, no further action is required.

1. Log into the OPCSD Parent Portal at <https://powerschool.opschools.org/public/>
2. Click on "Forms" from the list of options on the left-hand margin
3. Click on the "military opt out" link
4. Check the box indicating you wish to "opt out" and click submit



I wish to opt out of Military Reporting, please check the box. and click submit below. ☐



Submit



Sincerely,

A blue ink signature of Brandon Pafk.

Brandon Pafk, Principal  
Orchard Park High School

BP/sb

Brandon Pafk  
High School Principal

Orchard Park High School  
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