



**Release of Student Data Notice to Parents – Minnesota Libraries**

Saint Paul Public Schools has partnered with Saint Paul Public Libraries to issue Saint Paul Public School students electronic library cards (Library Go) providing free library access. These e-cards are compatible with personalized learning in the classroom and can be used outside the classroom as well. Saint Paul Public Library eCards are used in many classrooms to access online resources to support their classroom learning. Students who already have a Saint Paul Public Libraries library card will still be issued a new library card for school purposes.

The Saint Paul Public Library does not filter content by age or maturity level. Library Go eCards for PreK-12 students have the same access to content as the general public.

For more information, please visit [sppl.org/go](http://sppl.org/go).

**Note** - Electronic materials will not incur fines or fees but physical materials may incur fees for lost materials. There are no overdue fines associated with LibraryGo student eCards.

[In order to create these e-cards, Saint Paul Public Schools must share certain student information with Saint Paul Public Libraries.](#)

In the Saint Paul Public Schools, the following information about students is designated as directory information and, thus, available to the public unless a parent or guardian elects to opt out:

- Name
- Grade
- Dates of Enrollment
- Extra-Curricular Information (including height and weight of athletes)
- Birth Date
- School
- Awards Received

Additionally, the following information is designated as directory information only for Minnesota State Libraries and will be provided to Minnesota State Libraries, upon their request, unless a parent or guardian elects to opt out:

- Address
- Student ID#
- Home Phone
- Student Email Address

***In order to opt out of the Library Go eCard program, and prevent your student's information from being shared with Minnesota State Libraries, this form must be returned by September 30, 2017 to Student Records at the Student Placement Center, 2102 University Avenue West Saint Paul, MN 55114.***

For more information, please visit [sppls.org/studentrecords](http://sppls.org/studentrecords) or contact Student Records at 651-632-3764.

**I understand that by signing this form my child will not be issued a Saint Paul Public Library card through Saint Paul Public Schools.**

**I understand that signing this form does not prevent my student's directory information, as identified above, from being shared with any individuals or entities except Minnesota State Libraries.**

I understand that if I do not wish for any of my student's directory information, as identified above, to be shared with any individual or entity, I must fill out and return the form located at Student Records (<http://www.spps.org/studentrecords>) at the Student Placement Center.

I also understand that this denial of release of information shall remain in effect until it has been modified, rescinded in writing, or there has been a withdrawal of enrollment.

Student's Name: \_\_\_\_\_

Date: \_\_\_\_\_

School: \_\_\_\_\_

Grade: \_\_\_\_\_

Parent Name (print): \_\_\_\_\_

Student #: \_\_\_\_\_

\_\_\_\_\_  
Parent Signature (or Student if of legal age)

\_\_\_\_\_  
Date

Please return form to Student Records at the Student Placement Center  
2102 University Avenue West Saint Paul, MN 55114