

**BRAZOS INDEPENDENT SCHOOL DISTRICT  
DIRECTORY INFORMATION NOTICE**

**Regarding employee records**, Texas Government Code Chapter 552 allows public access to “directory information” be released by the District to anyone who may request it unless we have in writing an objection from the employee to release this information.

The statement below must be filled out and **returned to the campus principal and a copy sent to the central administration office preferable by September 1<sup>st</sup> if an employee does not want the following information released.**

- Address
- Telephone number
- Social Security Number
- Information that reveals that they have family members

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**In exercising my right, I do not want the above information given out.**

\_\_\_\_\_  
Name of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Campus

Fill out the above and return the entire page to your campus principal and forward a copy to the central administration office.