

Destruction of Special Education Related Student Records

Record information related to the provision of special education services is maintained for a period of two years following the student's graduation or termination of enrollment in the district. At that time, all records except those which must be kept permanently (basic enrollment), grades, and attendance information, etc.) are destroyed. Parents or eligible students may request the opportunity to review or receive copies of these records at any time prior to their destruction. Such requests should be directed to the school principal or the office of the superintendent. Parents and eligible students should be aware that in some cases records documenting the nature and extent of a handicapped condition may be of use in the future in obtaining social security benefits or other purposes. Record information related to the provision of special education services will be destroyed at any time at parent request if determined to be no longer needed for educational purposes.