

STUDENT RECORDS - SPECIAL EDUCATION SERVICES

DESTRUCTION OF CONFIDENTIAL RECORDS

Parents shall be informed when personally identifiable information collected, maintained, or used under P.L. 94-142 and/or Act 754 is no longer needed to provide educational services to the student. The parents (or the student if he/she has reached age 18 years) shall be informed of the intent to destroy the records and be given the opportunity to acquire the records if they so desire. Subsequent to informing the parents/student that such information is no longer needed, information may be destroyed if so requested by the parents/student of majority age. However, a permanent record of student's name, address, phone number, grades, attendance record, classes attended, grade level completed, and year completed may be maintained without limitation.

Ref: Board minutes, 10-9-84.