

Public Notice

BARREN COUNTY SCHOOLS NOTIFICATION OF DESTRUCTION OF STUDENT SPECIAL EDUCATION RECORDS

In accordance with the state and federal regulations implementing the individuals with Disabilities Education Act (IDEA), this is to inform the public of our intent to destroy personally identifiable information related to special education services.

Records to be destroyed are as follows:

- Individual Education Programs (IEPs)
- Evaluation Reports
- Test Protocols
- Notification of Meetings
- Notices of Action
- Conference Summary
- Review of Existing Data Summaries

All other personally identifiable information within the special education file*

The reason for destruction of the above listed items is because they are no longer needed to provide educational services as it has been three (3) years since this individual has received special education services in the Barren County School District.

*The District may maintain a permanent record, without limitation, of a student's name, address, phone number, his/her grades, attendance record, classes attended, grade level completed, and year completed.

The District is required to maintain records for a minimum of three (3) years from the date the child leaves the school district.

Please be advised that the records may be needed by the student or parent(s) for social security benefits or other purposes.

If you wish to maintain this information for your personal records, please notify Cynthia York, DOSE, at 270-651-3787, or Karen Clark, Special Programs, at 270-678-9475, upon receipts of this notice; otherwise the information will be destroyed on May 17, 2013.