

## **CENTER ISD NOTICE OF DESTRUCTION OF SPECIAL EDUCATION RECORDS**

Notice is hereby given that in accordance with 34 C.F.R. §300.573, Center Independent School District intends to destroy the records of all students who have not had any recorded action with Center ISD Special Education at the end of five (5) years.

Special Education records that have been collected by the Center Independent School District related to the identification, evaluation, educational placement, or the provision of special education to students in the district, must be maintained under state and federal laws for the period of five (5) years after special education services have ended for the student. Special education services end when the student is no longer eligible for services, graduates, completes his/her educational program at age 22, or moves from the district.

This notification is to inform parents/guardians and former students of Center Independent School District's intent to destroy the special education records of students who received special education prior to 2017-2018 school year. These records will be destroyed in accordance with state law unless the parent/guardian or eligible (adult) student notifies the school district otherwise.

After five years, the records are no longer useful to the district, but may be useful to the parent/guardian or former student in applying for social security benefits, rehabilitation services, college entrance, etc. The parent/guardian or eligible (adult) student may request a copy of the records in writing by August 1, 2023 to the Special Services Department at P.O. Box 1689, Center, Texas 75935 or in person at 107 PR 605, Center, Texas. Legally issued identification must be provided to verify the requestor's identity and right to access the records. If no student, parent or guardian responds to this public notice, the school district will assume consent to destroy the entire special education record specific to the student.

For more information or to seek assistance in understanding this notice, contact Carey Agnew, Director of Special Services, at 936-598-1600.