

## ***Public Notice Regarding Destruction of Special Education Records***

July 2022 -- Notice is hereby given that Annville-Cleona School District intends to destroy the temporary records of all students who exited its *special education program* during the **2015-2016** school year.

In accordance with federal and state laws and school board policy, special education records are maintained for six years after the student exits the special education program. A permanent record of the student's name, address, phone number, grades, attendance record and year completed is maintained in perpetuity.

The purpose of destruction is to protect the student from improper and unauthorized disclosure of the confidential information contained within the file. Please note that certain records may be needed by the student, parent or guardian for social security benefits or other purposes.

Any parent/guardian of a student under the age of 18, or former student who has reached 18 years of age, may review and/or receive these records by contacting the Office of Special Education by **August 9, 2022**.

Destruction of these records will begin on **August 10, 2022**. If no student, parent or guardian responds to this public notice, the school district will assume consent to destroy the entire record specific to the student. If you do not understand this notice or are in need of interpretation, please contact the Office of Special Education at 717-867-7600 x5009.