



MESABI EAST ELEMENTARY SCHOOL  
MESABI EAST SCHOOLS  
ISD 2711

601 North First Street West  
Aurora, MN 55705

1-218-229-3321  
fax 1-218-229-2572  
Principal Amy Maki  
[amaki@isd2711.org](mailto:amaki@isd2711.org)

[www.isd2711.org](http://www.isd2711.org)

## RELEASE OF RECORDS REQUEST

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Student Start Date: \_\_\_\_\_

\_\_\_\_\_, Grade \_\_\_\_\_, Date of Birth \_\_\_\_\_

who was formerly enrolled in your school system has entered the Mesabi East Elementary School.

Please send the official records including:

1. Grades
2. Health Records
3. Attendance Records
4. Standardized Test Results
5. Psychological Services, if any
6. Special Education Records, if any
7. Early Childhood Screening along with the MAARS Registration Form
8. Other information which may be helpful in admission and placement of this student.
9. MARSS State I.D. Number \_\_\_\_\_

I give my consent that all school records listed above, including health records, be released for the purpose of educational needs and placement.

\_\_\_\_\_  
Parent or Legal Guardian Signature

\_\_\_\_\_  
Date

PLEASE SEND BY EMAIL OR FAX TO:

[karihunt@isd2711.org](mailto:karihunt@isd2711.org)

Signature of personnel requisition information:  
Kari Hunt, Mesabi East Elementary Secretary

Public Law 93-380 Section 433 (b) allows the release of educational records of a student without the written consent of the parents to officials of other schools or school systems in which the student intends to enroll. Thank you for providing us with the information requested.