



De Soto Unified School District 232
Mill Creek Middle School
8001 Mize Blvd.
Lenexa, Kansas 66227

Phone: (913) 667-3512
Fax: (913) 422-9229
Web: www.usd232.org/mcms

Mr. Andrew Legler
Principal

Mrs. Denise Legore Seawood
Associate Principal

Mrs. Olivia Higgins
Counselor

Mrs. Suzanne Wilson Yao
Counselor

STUDENT RECORDS REQUEST

Date: _____

The following student has enrolled at Mill Creek Middle School:

Student Name: _____

Current Grade Level: _____ DOB: _____

School Last Attended: _____

School Address: _____

City, State, Zip: _____

School Phone: _____ School Fax: _____

We request the release of the following information/documents in order to complete the enrollment process:

Cumulative school records including:
Transcript of credits and grades
Birth certificate
Test scores
Attendance records
Discipline reports (if any)
Records from prior schools

Health records and immunizations

IEP and all other Special Education Records

Confidential/Sensitive information

Please forward all requested records regarding the above-named student to:
Mill Creek Middle School
Attn: Registrar
8001 Mize Blvd
Lenexa, KS 66227

Phone: 913.667.3512 Fax: 913.422.9229

Enter to Learn. Go Forth to Serve.