

**Raceland-Worthington Independent Schools
Special Education (IDEA) Records Destruction**

In accordance with state and federal regulations implementing the Individuals with Disabilities Education Act (IDEA), this is to inform you of our intent to destroy personally identifiable information related to special education services maintained in the Raceland-Worthington Independent School's special education records. The Raceland-Worthington Independent School's special education department will be destroying items that are no longer needed to provide educational services if it has been three (3) years since this individual has received special education services in the Raceland-Worthington Independent School District. These items may include: IEP's, Evaluation Reports, Test Protocols, Notifications of Meetings, Notices of Action, and other personally identifiable information within the Special Education file. The school district is required to maintain records for a minimum of three (3) years from the date the child was discharged from services or he/she graduated. Please be advised that the records may be needed by the student or the parent for social security benefits or other purposes. These records are available to the student age eighteen or above. If the parent has the student's written consent, a court order, or proof that the student is a dependent student as identified in Section 152 of the Internal Revenue Code of 1954, they may have disclosure of the educational records. You may contact the office of Beckie Brown at 836-0464 for more information.