

Notice of Destruction of Special Education Student Records

In compliance with state and federal regulations implementing the Individuals with Disabilities Education Act (IDEA), this notice is provided to parents, guardians, former students and eligible adult students of Ashwood School District, Black Butte School District and Culver School District in Jefferson County, Oregon.

Special education records which have been collected by Jefferson County Education Service District (JCESD) related to the identification, evaluation, educational placement, or the provision of special education in the district, must be maintained under state law for a period of five (5) years after special education services have ended for the student (OAR 166-400-0060(28)). Special education services end when the student is no longer eligible for services, graduates, completes his or her educational program at age 21, or moves from the district.

It is the policy of JCESD to destroy special education records upon the expiration of five (5) years from the date that services end. These records will be destroyed in accordance with state and federal law unless the parent/guardian or adult student notifies JCESD otherwise. After five years the records are no longer useful to the district, but they may be useful to the parent/guardian or former student in applying for Social Security benefits, rehabilitation services, college entrance, etc.

If you wish to maintain this information for your personal records and for any questions or more information, please contact the office of our Records Manager within the five year time period at 541.475.2804 or email svincent@jcesd.k12.or.us