

For Immediate Release



CONTACT: Carol L. Smith
Community Unit School District 303
201 S. Seventh Street
St. Charles, IL 60174
331.228.4904

St. Charles Community Unit School District 303 Set to Destroy Special Education Records

ST. CHARLES, Ill. (February 28, 2018) – Active temporary special education records of St. Charles Community Unit School District 303, dated 2015-16 school year and 2016-17 school year have been digitized and stored electronically. As a result, the paper copies of these temporary records for students who have active IEP's are set to be destroyed. These paper records will be destroyed after March 23, 2018. However, official copies of all destroyed paper records will be maintained electronically so that a parent or student can request a copy of his/her child's special education record in accordance with the Illinois School Student Records Act, and relevant rules and regulations.

The temporary special education records of former students of St. Charles Community Unit School District 303, are set to be destroyed. Students who graduated or transferred out of district with a date of birth year of 1992 records will be destroyed after March 23, 2018. If a parent or student has reason to believe that these records may be of continued usefulness, they are encouraged to contact the District 303 Department of Instruction Instructional Interventions, at (331)228-6732, to obtain these records.

Special Education records may include: reports of psychological or social work evaluations, reports of multi-disciplinary planning conferences, reports of annual reviews, copies of individual educational programs, or other verified information of clear relevance to the education of the student. Copies of the Rules and Regulations to Govern District 303 Student Records are available for inspection at each school site and at the District Central Office. If you have questions about the policy and procedures which govern District 303 student records please contact the Patti Palagi, Director of Instructional Interventions at 331-228-6732.

###