

## **Notice of Destruction of Special Education Records**

**Attention Parents/Guardians, Former Students, Eligible (Adult) Students:**

**Please request copies of records by June 30<sup>th</sup>, 2024.**

**Special education records which have been collected by the Pine Grove Area School District (PGASD) related to the identification, evaluation, educational placement and the provision of Special Education in the district** must be maintained under state and federal law for a period of seven years after Special Education services have ended for the student. Special Education services end when the student no longer is eligible for services, graduates, completes his or her educational program at age 21 or moves from the district.

**This notification is to inform parents/guardians and former students of PGASD's intent to destroy the Special Education records of students who are no longer receiving Special Education services for at least 7 years beyond the age of twenty-one (21). This would include records for individuals whose year of birth is 1995 or earlier.** These records will be destroyed in accordance with state law unless the parent/guardian or eligible adult student notifies the school district otherwise.

After seven 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 or college entrance.

The parent/guardian or eligible adult student may request a copy of the records in writing or in person at the following address:

105 School Street  
Pine Grove, PA 17963  
570-345-2731