FOR IMMEDIATE RELEASE
January 6, 2020

SPECIAL EDUCATION RECORDS TO BE DESTROYED

Montgomery, AL - The Alabama State Department of Education (ALSDE) has scheduled the destruction of certain special education records for February 28, 2020. Records to be destroyed pertain to special education State Complaints, mediations, and due process hearing requests filed between January 1, 2014, and December 31, 2014.

If you are the parent of a child (or a student aged 19 or older, or a former student aged 19 or older) involved in a special education State Complaint, mediation, or due process hearing request, with records maintained at the ALSDE during this timeframe, you may request the State Complaint, mediation, or due process hearing request records, pertaining to your child (or yourself), by mailing or faxing a signed, written authorization to release the records to:

Dr. Melissa Card or Ms. Bernice Rush-Harrison
Alabama State Department of Education
Special Education Services
Post Office Box 302101
Montgomery, AL 36130-2101
Email: sesdr@alsde.edu

The written authorization to release the records must be received by 4 p.m., February 24, 2020. Your letter should include the student’s name, current mailing address, and telephone number. Unless we receive, a signed, written request for the State Complaint, mediation, and/or due process hearing request records, these records will be destroyed on February 28, 2020.

If you have questions, please contact Dr. Melissa Card or Ms. Rush-Harrison at (334) 694-4782.

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