



NOTICE OF DESTRUCTION OF SPECIAL EDUCATION RECORDS

Special Education records which have been collected by the Eleanor Kolitz Hebrew Language Academy Public Charter School District related to the identification, evaluation, educational placement, or the provision of special education in the district, must be maintained under state and federal laws for the period of five (5) years after special education services have ended for the student. **Special education services end when the student is no longer eligible for services, graduates, completes his/her educational program at age 22, or moves from the district.**

This notification is to inform parents/guardians and former students of Eleanor Kolitz Hebrew Language Academy Public Charter School District's intent to destroy the special education records of students who received special education prior to 2014-15 school year and left prior to 2014-15 school year. These records will be destroyed in accordance with state law unless the parent/guardian or eligible (adult) student notifies the school district otherwise.

After five years, the records are no longer useful to the district, but may be useful to the parent/guardian or former student in applying for social security benefits, rehabilitation services, college entrance, etc.

If your child was no longer eligible at a date later than the end of 2013-14 school year, records will be kept until 5 years have passed from the date your child did not qualify for service, was withdrawn from the school, or the date your child was no longer eligible for services.

For records prior to the 2014-15 school year, the parent/guardian or eligible (adult) student may request a copy of the records in writing, by email or in person by June 24, 2019 at the following address:

Eleanor Kolitz Hebrew Language Academy
12500 NW Military, Hwy, ste 150
San Antonio, TX 78231
210-853-7267
office@ekhla.org