

*Daleville City Schools
626 N. Daleville Avenue
Daleville, Alabama 36322*

According to the Alabama Administrative Code, 290-8-9.08 (2)(h), an education agency must retain a copy of education records for five (5) years after the termination of the special education program for which they were used. At the end of (5) years retention period, the education agency will provide written notice to parents to inform them that the special education records are no longer needed and will be destroyed. This serves as notice that special education records for students who were terminated (graduated, transferred, not eligible, etc.) at Daleville City Schools during the school years 2006, 2007, 2008, 2009, and 2010 are no longer needed by the school system and will be destroyed August 3, 2018. Any parent or former student 18 yrs or older wishing to obtain their special education records should contact Dr. Kathryn Horace, Director of Special Programs or Shanda Lucky, Special Services Secretary at (334) 598-2456.

Identification will be required prior to release of records.

