



NKN ANNUAL RECORD DESTRUCTION NOTIFICATION

Former Special Education Students and/or Parents/Guardians

The Neah-Kah-Nie School District would like to inform parents/guardians and former students of the intent to dispose of Special Education records for former students who are no longer receiving Special Education services.

Special Education Records are required to be retained until the student reaches age 21 or 5 years after the conclusion of Special Ed services, whichever is longer, as per OAR 166-400-0060.

Individual Special Education Records collected by the Neah-Kah-Nie School District may include the identification, evaluation, educational placement, or the provision of Special Education in the district.

The records are no longer useful to the District, but may be useful to the student or parent(s)/guardian(s) for other services (social security benefits, rehabilitation services, college entrance, etc.).



**Please contact Karen Wheeler, Special Education Secretary, 503-355-3516
PRIOR TO October 30, 2024
if you wish to maintain this information for your personal records.**



ELIGIBLE RECORDS:
Students age 27 or older (born prior to 1997) OR
Students who moved prior to 2018

The District maintains permanent records on all students according to -

Oregon State Archives Administrative Rule 166-400-0060

NKN School District Policy JO/IGBAB-AR

Oregon Department of Education Polices and Procedures, SECTION 8