

**STUDENT RECORDS**  
***(Response to Hearing)***

Dear \_\_\_\_\_ (parent, guardian, person acting as parent or student):

After consideration of your concerns and a review of the relevant record(s), I have decided:

- The student's education record will be amended as requested.
- The student's education record will be amended as follows: \_\_\_\_\_

\_\_\_\_\_

- The student's education record is not inaccurate, misleading or otherwise in violation of the rights of the student. However, you may submit a statement to the district explaining why you disagree with this decision. The statement will remain with the contested record for as long as the district maintains the contested record. Further, this statement will be disclosed whenever the district discloses the portion of the record to which the statement relates.

Sincerely,

\_\_\_\_\_  
Signature of Superintendent or Designee

\_\_\_\_\_  
Date

\* \* \* \* \*

**Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.**

Implemented: 11/20/2000

Clinton School District #124, Clinton, Missouri

