

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

506.1E4 Request for Hearing on Correction of Education Records (NEW)

TO: Board Secretary (Records Custodian)
MUSCATINE COMMUNITY SCHOOL DISTRICT
2900 Mulberry Avenue
Muscatine, Iowa 52761

I believe certain official education records of my student, _____ (full legal name of student), _____ (school name), are inaccurate, misleading or in violation of privacy rights of my child.

The official educational records which I believe are inaccurate, misleading or in violation of the privacy or other rights of my student are:

The reason I believe such records are inaccurate, misleading or in violation of the privacy or other rights of my student is:

My relationship to the student is: _____

I understand that I will be notified in writing of the time and place of the hearing; that I will be notified in writing of the decision; and I have the right to appeal the decision by so notifying the hearing officer in writing within ten days after my receipt of the decision or a right to place a statement in my child's record stating I disagree with the decision and why.

Signature

Date

Address

City, State, Zip

Phone Number