

TUOLUMNE COUNTY SELPA
STUDENT RECORDS
Transfer of Student Records

7025
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The Tuolumne County Special Education Local Plan Area (SELPA) is committed to protecting the privacy and confidentiality of student records.

The SELPA shall be considered as a single entity with respect to the processing of student records as needed in the instructional plan of the student.

When a student transfers to another local education agency (LEA) or to a private school, a copy of the student's Mandatory Permanent Pupil Record (as described in SELPA Policy 7005) shall be transferred upon request to the other LEA or private school. The original or a copy must also be retained permanently by the sending LEA.

If the transfer is to another California public school, the entire Mandatory Interim Pupil Record (as described in SELPA Policy 7005) shall be forwarded. If the transfer is to a private school or an out of state public school, the Mandatory Interim Pupil Record may be forwarded.

Permitted student records (as described in SELPA Policy 7005) may also be forwarded.

The transferring school district shall maintain copies of all mandatory permanent pupil records and no less than three years of special education records.

Student records shall not be withheld from the requesting LEA because of any charges of fees owed by the student or their parent/guardian. This provision applies to students in grades TK-12 in both public and private schools.

References: 20 USC 1412(a)(8)
 20 USC 1417(c)
 EC 56205(a)(8)
 5 CCR Sec. 438
 SELPA Policy 7005