

RECORD HEARING SUMMARY REPORTS

<u>ACTION</u>	<u>DATE</u>
Initial request for records amendment	_____
School District's written reply	_____
Parent or other party's request for records hearing	_____
Parent and/or other party notification of date, time, and place of record hearing	_____

FINDINGS CONCERNING CORRECTION OF STUDENT RECORD

Name _____
Parent or Guardian

Address _____

Student's Name _____ Grade _____ Age _____

School _____ Custodian of Records _____

A conference was held on _____ for the purpose of considering _____ request to review and discuss possible errors and corrections relating to the above named student's records.

Persons present at conference:

Summary of evidence presented by initiating party:

Summary of additional relevant information:

Summary of School District decision based solely upon the evidence presented in this hearing:

Records Hearing Officer

Date

Attachments: Request for Records Amendments
Notice of School District's Action