



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
State Superintendent of Education

Alabama
State Board
of Education

January 6, 2025

Contact: ALSDE Communications
(334) 694-4686
comm@alsde.edu

Governor Kay Ivey
President

SPECIAL EDUCATION RECORDS TO BE DESTROYED

Jackie Zeigler
District I

The Alabama State Department of Education (ALSDE) has scheduled certain special education records to be destroyed for **February 10, 2025**. Records to be destroyed pertain to special education Written State Complaints, mediations, and due process hearing requests filed between January 1, 2019, and December 31, 2019.

Tracie West
District II

If you are the parent of a child (or a student aged 19 or older, or a former student aged 19 or older) involved in a special education Written State Complaint, mediation, or due process hearing request, with records maintained at the ALSDE during this timeframe; you may request the Written State Complaint, mediation, or due process hearing request records pertaining to your child (or yourself), by mailing or faxing a signed written authorization to release the records to:

Stephanie Bell
District III

Ms. Bernice Rush-Harrison
Alabama State Department of Education
Special Education Services
Post Office Box 302101
Montgomery, AL 36130-2101
Email: brush-harrison@alsde.edu

Yvette M. Richardson, Ed.D.
District IV

Tonya S. Chestnut, Ed.D.
District V
Vice President

The written authorization to release the records must be received by 4:00 p.m., February 7, 2025. Your letter should include the student's name, current mailing address, and telephone number. Unless Special Education Services receives a signed, written request for the 2018 Written State Complaint, mediation, and/or due process hearing request records, these records will be destroyed on February 10, 2025.

Marie Manning
District VI
President Pro Tem

Belinda McRae
District VII

If you have questions, please contact Ms. Rush-Harrison at (334) 694-4782.

Wayne Reynolds, Ed.D.
District VIII

Eric G. Mackey, Ed.D.
Secretary and
Executive Officer