

Public Notice:
Notice of Destruction of Special Education Records

Attention Parents/Guardians, Former Students, Eligible (Adult) Students:

This notification is to inform parents/guardians and former students of the Lake Preston School District the intent to destroy previous Specials Education records. In accordance with the South Dakota Bureau of Administration Records Management, the retention period is five (5) years for Special Education Records. Due to a need for filing space, it is necessary to dispose of inactive special education files. Please be informed that the Lake Preston School District will destroy all special education records of students who have graduated or withdrawn from the Lake Preston School District prior to May 28, 2018.

These records will be destroyed in accordance with state laws unless the parent/guardian or eligible (adult) student notifies the school district otherwise. After five years, the records are no longer useful to the district, but they may be useful to the parent/guardian or former student in applying for Social Security benefits, rehabilitations services, college entrance, etc. The parent/guardian or eligible (adult) student may request a copy of the records in writing or in person at the following address:

Lake Preston School District 38-3
300 1st Street NE
Lake Preston, SD 57249
605-847-4464

Requests for copies must be received by May 10, 2023. These records will be destroyed after **May 22, 2023**.