

Attention Parent/Guardians, Former Students, Eligible (Adult) Students: Special Education Records which have been collected by Desert View Schools related to the identification, evaluation, educational placement, or the provision of Special Education in the district, must be maintained under state and federal laws for a period of five years after Special Education services have ended for the student, Special Education services end when the student is no longer eligible for services, graduates, completes his or her education program at age 22, or moves from district. This notification is to inform parents/guardians and former students of

Desert View Schools' policy of destroying special education records. Desert View Schools will destroy all special education records that are older than five years as of 2022-2023 SY. Before these records are destroyed, parents and/ or eligible students have the right to review records and obtain copies of any information needed. To schedule an appointment, please contact our Central Office using the phone or email addresses below prior to May 8, 2023. Destruction will take place on May 16, 2023.

Central Office of Desert View Schools  
Special Education Support Services  
3777 West 16th Street  
Yuma, Arizona 85364

Phone: (928) 817-8060 EXT 4633

Email: [hburch@desertviewschools.com](mailto:hburch@desertviewschools.com) / [mpoffenroth@desertviewschools.com](mailto:mpoffenroth@desertviewschools.com)