



Records Request Authorization for Release of School Information

Information is requested for:

Student: _____ Date of Birth: _____

Name of last school attended: _____

Address of last school attended: _____

City: _____ State: _____ Zip Code: _____

Last grade attended: _____

The student named above has been enrolled in the Berea City School District. The release of the following school records is requested:

- | | | |
|--|--|---|
| <input type="checkbox"/> All educational records | <input type="checkbox"/> Health records | <input type="checkbox"/> Evaluation Team Report (ETR) |
| <input type="checkbox"/> Academic records | <input type="checkbox"/> Immunization records | <input type="checkbox"/> Individual Education Plan (IEP) |
| <input type="checkbox"/> Assessment records | <input type="checkbox"/> 504 Plan / Evaluation | <input type="checkbox"/> English Language Learner Records |
| <input type="checkbox"/> Attendance records | | <input type="checkbox"/> Gifted and Talented Records |
| <input type="checkbox"/> Other: _____ | | |

Please send the records requested above to the appropriate school in the Berea City School District.
Berea City Schools uses SameGoal for IEPs, ETRs, 504s, WAPs and WEPs. Electronic transfers are encouraged when possible.

- | | | |
|--|--|--|
| <input type="checkbox"/> Big Creek Elementary
Karen Murray
kmurray@bereaschools.org
216-898-8303 | <input type="checkbox"/> Berea-Midpark Middle School
Dawn McDevitt
dmcdevitt@bereaschools.org
216-676-8400 | <input type="checkbox"/> J & G Snow School
Bonnie Zeiger
bzeiger@bereaschools.org
440-260-8251 |
| <input type="checkbox"/> Brook Park Elementary
Maggie Nedoma
mnedoma@bereaschools.org
216-898-8307 | <input type="checkbox"/> Berea-Midpark High School
Christy Belford
cbelford@bereaschools.org
216-898-8900 | <input type="checkbox"/> BCSD Pupil Services
Christina Elliott
celliot@bereaschools.org
216-898-8300 x6256
<i>Special Education Records</i> |
| <input type="checkbox"/> Grindstone Elementary
Kathy Mucic
kmucic@bereaschools.org
216-898-8305 | | <input type="checkbox"/> BCSD Pupil Services
Kim Kreis
kkreis@bereaschools.org
216-898-8300 x6257
<i>Special Education Records</i> |

Records released to the school listed above are not to be released to another person or agency without the written consent of the parent, legal guardian or legal aged person. Parents, legal guardians or legal aged students may request a copy of the records being released as specified above to be sent to them; however, if copies are released to them, the school district is relieved of responsibility for confidentiality of those records.

Indicated by my signature below, I consent to the release of these records to the Berea City Schools.

Signature of Parent/Guardian or Student (if 18 years of age)

Date