



860 N US Hwy 231 Ozark, Alabama 36360  
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[www.ozarkcityschools.net](http://www.ozarkcityschools.net)

**NOTICE:**  
**DESTRUCTION OF OLD SPECIAL EDUCATION STUDENT RECORDS**

This serves as notice that the **Ozark City Board of Education, Special Education Department**, will be destroying all special education student records for individuals whose date of birth falls between the years 1991 - 1997. The records will be destroyed on or after July 31, 2023.

If you received special ed or related services and your date of birth falls during the years 1991-1997, you must send a written request to receive your records. The request should include your (1) student name, (2) date of birth, and (3) contact phone number. The request should be sent to:

Mrs. Natasha Allen  
Special Education Director  
Ozark City Schools  
860 Hwy 231 N  
Ozark, AL 36360