

Pursuant to A.R.S. §41-1351 and the General Records Retention Schedule for School Districts and Charter Schools Student Records (#000-11-53) established by Arizona State Library, Archives and Public Records (L.A.P.R.), Special Education Records (including placement records, referrals, evaluations, testing data and other related records) will be destroyed “four (4) years after fiscal year of final enrollment.”

This notice is to inform parents/guardians and former students that the Humanities and Sciences Academy, Inc. of the United States and the International Commerce Secondary Schools, Inc. intends to destroy the special education records of all students who exited our schools in the 2018-2019 school year or prior years. Before these records are destroyed, parents and/or eligible students have the right to review the records and obtain copies of any information needed.

To schedule an appointment, please call 480-317-5900 prior to December 1, 2023. Destruction of records will take place on December 8, 2023.