



MILLBURN TOWNSHIP SCHOOLS
434 Millburn Ave., Millburn, NJ 07041
973-376-3600 ext. 40154

According to the Individual with Disabilities Act (IDEA), 34CFR300.573, school districts must notify parents when the information contained in their child's special education record is no longer needed to provide public education services to the child. This is public notification to parents or eligible students (students who are of legal age except where guardianship or conservatorship has been established) of the District's intent to destroy all special education records, except archival information such as name, grades, attendance records, classes attended, grades completed and number of years completed for its own records based upon federal law, for those students ages **28** and older.

Parents or eligible students who have not already requested a copy of these records (usually at high school graduation) may do so by contacting the Millburn Public Schools Office of Special Services by **December 1, 2026.**

Millburn Township Public Schools
Department of Special Services
434 Millburn Ave.
Millburn, NJ 07041
973-376-3600 x40211
specialservicesdept@millburn.org

Request for Student Records Form can be found [here](#).