

PLYMOUTH COMMUNITY SCHOOL CORPORATION

RECORD HEARING SUMMARY REPORTS

ACTION

DATE

Initial request for records amendment	_____
School Corporation's written reply	_____
Parent or other party's request for records hearing	_____
Parent and/or other party notification of date, time, and place of record hearing	_____

**FINDINGS CONCERNING CORRECTION  
OF STUDENT RECORD**

Name \_\_\_\_\_  
Parent or Guardian

Address \_\_\_\_\_

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_

School \_\_\_\_\_ Custodian of Records \_\_\_\_\_

A conference was held on \_\_\_\_\_ for the purpose of considering  
\_\_\_\_\_ request to view and discuss possible errors and corrections relating to  
the above named student's records.

Persons present at conference:

Summary of evidence presented by initiating party:

Summary of additional relevant information:

Summary of School Corporation decision based solely upon the evidence presented in this hearing:

\_\_\_\_\_  
Records Hearing Officer

\_\_\_\_\_  
Date

Attachments: Request for Records Amendments  
Notice of School Corporation's Action