

Records

A permanent cumulative file is maintained for each student. The main content of each file relates to health records and report cards. MPCS will release the contents of the cumulative record to another school upon request. Before any records can be released, the financial account of the student's family must be current. Records will not be released until this condition is met. With a two-business-day notice, and barring a court order to the contrary, any parent may request access to his/her child's cumulative file. All requests for academic records must be in writing from the custodial parent. All inquiries and requests for financial records must be in writing from the custodial parent. All inquiries and requests for financial records must be in writing from the person who signed the tuition financial contract. This file may be reviewed in the presence of a school administrator.

To provide greater protection for our MPCS students and their families, we will no longer mail immunization certificates and birth certificates with student records. As always, we never provide social security numbers

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