



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

## Paul Banks Elementary

1340 East End Road  
Homer, AK 99603

### Request for Student Records

Attn: Registrar/Records Secretary

Date: \_\_\_\_\_

To (school  
contact/address): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The below named student has recently enrolled at Paul Banks Elementary.

Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_

Grade: \_\_\_\_\_

**Please send any or all of the paperwork listed below  
that is applicable to the above named student to:**

Email: [kcountiss@kpbsd.k12.ak.us](mailto:kcountiss@kpbsd.k12.ak.us)

Mail: Paul Banks Elementary  
1340 East End Road  
Homer, AK 99603

Fax: (907) 235-8163

- Cumulative Health Information with current immunization record
- Birth Certificate
- Transcripts, academic progress reports, and report cards of all grades and credits
- Test scores \_\_\_\_\_
- Current IEP
- Goals and/or Objectives and Current Progress Reports
- Most Current Eligibility (Certification) Report
- Most recent psychological evaluation
- Current related services reports
- Physician's verification of Certification for Health Impaired, Orthopedic Impaired, or Traumatic Brain Injury
- Consent for placement
- 504 Plan
- Behavior Plan
- Child Outcome Survey form

Parent/Guardian Signature \_\_\_\_\_