



Broward County Public Schools

Acknowledgement of Missing ESE/ESOL Folder

Date: _____ Student #: _____

School Name: _____

Student Name: _____

Missing ESE folder explanation: _____

Missing ESOL folder explanation: _____

ESE Specialist signature (if applicable)

Registrar/IMT signature

ESOL Specialist signature (if applicable)

Principal signature

In accordance with School Board Policy 5100.2, Records Retention archives elementary school records for students transferring to schools that are not Broward County Public Schools. The entire original Cumulative (CUM) Folder will be transferred to the requesting school whether private, charter, out of county, or out of state school. This transfer will include Psychological, ELL/ESOL, and ESE files, which are considered part of the student's educational record.