

**ANNUAL PUBLIC NOTICE OF SPECIAL EDUCATION SERVICES AND PROGRAMS, SERVICES FOR GIFTED STUDENTS, AND CHAPTER 15/ SECTION 504 SERVICES**

**NOTICE TO PARENTS**

According to state and federal special education regulations, annual public notice to parents of children who reside within a school district is required regarding child find responsibilities. School districts, charter schools, and intermediate units are required to conduct child find activities for children who may be eligible for special education services or services via Section 504 of the Rehabilitation Act of 1973. Information related to special education services can be accessed via the Individuals with Disabilities Education Act and via 22 PA Code Chapter 14. For additional information related to Section 504/Chapter 15 services, the parent may refer to Section 504, Chapter 15, and the Basic Education Circular entitled Implementation of Chapter 15. Also, school districts and charter schools are required to conduct child find activities for children who may be eligible for gifted services via 22 PA Code Chapter 16. For additional information regarding gifted services, the parent may refer to 22 PA Code Chapter 16. If a student is both gifted and eligible for Special Education, the procedures in IDEA and Chapter 14 shall take precedence.

This notice shall inform parents throughout the school district, charter school, and intermediate unit of the child identification activities and of the procedures followed to ensure confidentiality of information pertaining to students with disabilities of eligible young children. In addition to this public notice, each school district, charter school, and intermediate unit shall publish written information in the handbook and on the website. Children ages three through twenty-one can be eligible for special education programs and services. If parents believe that the child may be eligible for special education, the parent should contact the district of residence. Contact information is listed at the end of this public notice.

Children ages three through the age of admission to first grade are also eligible if they have developmental delays and, as a result, need Special Education and related services. Developmental delay is defined as a child who is less than the age of beginners and at least three years of age and is considered to have a developmental delay when one of the following exists: (i) The child's score, on developmental assessment device, on an assessment instrument which yields a score in months, indicates that the child is delayed by 25% of the child's chronological age in one or more developmental areas, or (ii) The child is delayed in one or more of the developmental areas, as documented by test performance of 1.5 standard deviations below the mean on standardized tests. Developmental areas include cognitive, communicative, physical, social/emotional and self-help. For more information contact the Lincoln Intermediate Unit 12 Preschool Office at (717)624-6491.

**EVALUATION PROCESS**

Each school district, charter school, and intermediate unit has a procedure in place by which parents can request an evaluation. For information about procedures applicable to your child, contact the school which your child attends. Parents of preschool age children, age three through five, may request an evaluation in writing by addressing a letter to the Preschool Program Supervisor, Lincoln Intermediate Unit #12, 65 Billerbeck Street, New Oxford, PA 17350.

**CONSENT**

School entities cannot proceed with an evaluation or with the initial provision of special education and related services without the written consent of the parents. For additional information related to consent, please refer to the Procedural Safeguards Notice which can be found at the PaTTAN website, [www.pattan.net](http://www.pattan.net). Once written parental consent is obtained, the district will proceed with the evaluation process. If the parent disagrees with the evaluation, the parent can request an independent evaluation at public expense.

**PROGRAM DEVELOPMENT**

Once the evaluation process is completed, a team of qualified professionals and the parents determine whether the child is eligible. If the child is eligible, the individualized education program (IEP) team meets, develops the program, and determines the educational placement. Once the IEP team develops the program and determines the educational placement, school district staff, charter school staff, or intermediate unit staff will issue a notice of recommended educational placement/prior written notice. Your written consent is required before initial services can be provided. The parent has the right to revoke consent after initial placement.

**CONFIDENTIALITY OF INFORMATION**

The school districts, charter schools, and to some extent the intermediate unit maintain records concerning children enrolled in the school, including students with disabilities. All records are maintained in the strictest confidentiality. Your consent, or consent of an eligible child who has reached the age of majority under State Law, must be obtained before personally identifiable information is released, except as permitted under the Family Education Rights and Privacy Act (FERPA). The age of majority in Pennsylvania is 21. Each participating agency must protect the confidentiality of personally identifiable information at collection, storage, disclosure, and destruction states. One official at each participating agency must assume responsibility for ensuring the confidentiality of any personally identifiable information. Each agency must maintain, for public inspection, a current listing of the names and positions of those employees within the agency who have access to personally identifiable information.

The Pennsylvania Department of Education ("PDE") will destroy or have destroyed all test booklets for the Pennsylvania System of School Assessment ("PSSA"), Keystone Exams, and Pennsylvania Alternative System of Assessment ("PASA") one year from the date on which student results are delivered. PDE will also destroy or have destroyed all answer booklets for the PSSA and Keystone exams and all media recordings for the PASA three years from the date on which the assessment is completed.

For additional information related to student records, the parent can refer to the Family Education Rights and Privacy Act (FERPA).

This notice is only a summary of the Special Education services, evaluation and screening activities, and rights and protections pertaining to children with disabilities, children thought to be disabled, and their parents. For more information or to request evaluation or screening of a public or private school child, contact the responsible entity listed below. For preschool age children, information, screenings and evaluations requested may be obtained by contacting the intermediate unit.

<b>INTERMEDIATE UNIT</b>	
Lincoln Intermediate Unit #12 65 Billerbeck Street, New Oxford, PA 17350 Telephone: 717-624-4616	
<b>SCHOOL DISTRICT OFFICES - YORK COUNTY</b>	
Dr. Michelle Ludwig Central York School District 775 Marion Road, York PA 17406 717-846-6789, x1227 mludwig@cysd.k12.pa.us	Mr. Brett Frey Dallastown Area School District 700 New School Lane, Dallastown PA 17313 717-378-0054 brett.frey@dallastown.net
Ms. Katherine Guyer Dover Area School District 101 Edgeway Road, Dover PA 17315 717-292-3671, x80103 kguyer@doversd.org	Ms. Caitlin Miletto Eastern York School District P O Box 150, Wrightsville PA 17368 717-252-1555, x33267 cmiletto@easternyork.net
Dr. Beth Ann Radanovic Northeastern School District 41 Harding Street, Manchester PA 17345 717-266-3667, x10262 radanovicb@nebocats.org	Dr. Yvette Line-Koller Red Lion Area School District 696 Delta Road, Red Lion PA 17356 717-244-5550, x3 linekollerye@rlasd.net
Dr. Sandra Ness South Eastern School District 377 Main Street, Fawn Grove PA 17321 717-382-4843, x6891 NessS@sesd.k12.pa.us	Mr. Brendan Rogers Southern York County School District PO Box 128, Glen Rock PA 17327 717-235-4811, x7229 brendan.rogers@syncsd.org
Ms. Karyn Brown Spring Grove Area School District 100 East College Ave., Spring Grove PA 17362 717-225-4731, x3016 BrownK@sgasd.org	Ms. Traci Stauffer West York Area School District 1891 Loucks Road, Suite 100, York PA 17408 717-792-2796, x1025 tstauffer@wyasd.org
Dr. Jill Koser School District of the City of York 31 North Pershing Avenue, York PA 17401 717-849-1431 koserjil@yos.k12.pa.us	Ms. Natalie Hasenfuss York Suburban School District 1800 Hollywood Dr, York, PA 17403 717-885-1210, x1134 nhasenfuss@yssd.org
Ms. Lois Gunnet Hanover Public School District 403 Moul Avenue, Hanover PA 17331 717-630-4640 lgunnet@hanoverpublic.org	Dr. Robin Hamme South Western School District 225 Bowman Road, Hanover PA 17331 717-632-2548, x20002 robin_hamme@swsd.k12.pa.us
<b>CHARTER SCHOOLS</b>	
Mr. Michael Goc Crispus Attucks Charter School 605 South Duke Street, York PA 17401 717-848-3610, x259 mgoc@crispusattucks.org	Dawnmarie Ezzo York Academy Regional Charter School 32 West North Street, York, PA 17401 717-801-3900, x1147

The school district or intermediate unit will not discriminate in employment, educational programs, or activities based on race, color, national origin, age, sex, handicap, creed, veteran status or marital status. No preschool, elementary or secondary school pupil enrolled in a school district or intermediate unit shall be denied equal opportunity to participate in age and program appropriate instruction or activities due to race, color, handicap, creed, national origin, marital status or financial hardship.