

# LITCHFIELD SCHOOL DISTRICT

## School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

Phone: (603) 578-3570

Fax: (603) 578-1267

Equal Opportunity Employer



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DATE

*School Name*

*Address*

*City, State, Zip*

Re: Federal Funds and IDEA Activities: Children in Private Schools

Dear Principal,

Under the *Individuals with Disabilities Education Act*, school districts are required to request information from private schools that operate within the district, or have children with educational disabilities who are residents of the district enrolled by their parents. Districts are also required to solicit recommendations from the parents and representatives of the private schools regarding what services might be beneficial to the children with disabilities enrolled in your school.

During the 200\_ -200\_ school year, the Litchfield School District provided consultation and training services through the IDEA entitlement funds to children with educational disabilities who are unilaterally placed in private schools by their parents. In addition to taking referrals from private schools, district professionals conducted classroom and program observations, consults to teams and referrals for families to community or school resources. Professional development for administrators, teachers, and support staff was also available through this funding. Please contact me by July 1, 200\_, with any input you would like considered for the upcoming school year, and also indicate if there are other topics in which we can provide additional staff development opportunities regarding special education.

Finally, local school districts are required to ask for your assistance to locate and evaluate children who may require special education services. You are invited to formally refer any child who resides in the Litchfield School District whom you suspect may have an educational disability. A copy of the district *Referral for Special Education Services* form is enclosed for this purpose.

Thank you for your efforts in the identification of special education students.

Sincerely,

Ronda Gregg, Ed.D.

Director of Special Services

Enc: *Referral for Special Education Services* Form