

NONPUBLIC SERVICES PLAN NOTIFICATION GUIDANCE



LOCAL SCHOOL DISTRICT OR INTERMEDIATE SCHOOL DISTRICT NAME

Notice for Provision of Services

The *Individuals with Disabilities Education Act* (IDEA) mandates that the district provide written notice to the parent when the district proposes to initiate or change the educational placement of the child; or when the district refuses to initiate or change the educational placement of the child.

You are receiving this notice because we are proposing to initiate your child's Services Plan dated _____ . Services will begin on _____ and will be located at _____
(date) (date)

You are receiving this notice because we are refusing to initiate the following services discussed at the meeting dated _____ because:
(date)

Signature of Superintendent or Designee

Date

Guidance: *The district must indicate the date the services will begin and the location of the services. For students in private schools, the team should indicate the name of the private school. If the student is a registered home school student, indicate if the service is in the home or at another location. The superintendent or designee must sign this form. This form may be given to the parent at the Services Plan meeting or provided within seven calendar days of the meeting.*

PARENT NOTICE

- For K-12 students attending a nonpublic school located within the boundaries of this district, the district will provide special education evaluations and ancillary services on an equitable basis with district services that are provided for students in a public school setting.
- For K-12 students who are residents of this district, the district will provide a Free Appropriate Public Education (FAPE) if the student enrolls in a public school within the district.
- Neither this district nor your district of residence will provide a FAPE if you choose to keep your child enrolled in a nonpublic school program.

NONPUBLIC SERVICES PLAN NOTIFICATION GUIDANCE

Guidance for initial referrals to special education:

Students attending a nonpublic school in their district of residence — After the evaluation is completed, the district should convene an Individualized Education Program (IEP) team meeting and determine if the student is eligible for special education programs and/or services. If the student is determined eligible, develop an IEP which provides a FAPE to the student. If the parent declines the program and/or services offered in the IEP, the parent should sign that they refuse consent for the initial provision of programs and/or services. The team should note in the "other factors" section of the Notice page that the parent declines the proposal and intends to have the student remain in the nonpublic school. The team may then develop a Services Plan. Subsequent proposals for services may be documented on the Services Plan form.

Students attending a nonpublic school not in their district of residence — After the evaluation is completed, the district should convene an IEP team meeting and determine if the student is eligible for special education programs and/or services. The district must obtain parent permission to invite the resident district to the IEP team meeting. If the student is eligible and:

1. *The resident district is in attendance, the resident district should develop an IEP and inform the parent that the programs and/or services described in the IEP would be available if the student were to enroll in his or her resident district. If the parent declines the programs and/or services offered in the IEP, the parent should sign that they refuse consent for the initial provision of programs and/or services. The team should note in the "other factors" section of the Notice page that the parent declines the proposal and intends to have the student remain in the nonpublic school. The team may then develop a Services Plan. Subsequent proposals for services may be documented on the Services Plan form.*
2. *The resident district is not in attendance, the district in which the nonpublic school is located should ask the parent if his or her intent is to have the student remain in the nonpublic school. If the parent indicates intent to keep the student in the nonpublic school, the IEP team may then develop a Services Plan. Subsequent proposals for services may be documented on the Services Plan form. If the parent indicates intent to enroll the student in the district of residence, the parent should be told to contact the district of residence.*

Guidance for reevaluations:

Students who were found to be eligible for special education programs and/or services after an initial evaluation, but are not currently receiving special education services because parents declined services, must be reevaluated every three years, unless the parent and the local educational agency (LEA) agree that a reevaluation is unnecessary. If an evaluation is undertaken to determine eligibility, the district must convene an IEP team meeting to develop an IEP which provides a FAPE to the student.
