



Parent Notice

Annual Notice of Services for Students with Disabilities, Including Special Education and Protected Handicapped Students

Notice to Parents:

According to state and federal special education regulations, annual public notice to parents of students who reside within a school district is required regarding child find responsibilities. Charter schools are required to conduct child find activities for students who may be eligible for services. This notice shall inform parents of students interested in, or parents of students already attending Boys' Latin of Philadelphia Charter School ("Boys' Latin"), of the student identification activities and of the procedure followed to ensure confidentiality of information pertaining to students with disabilities.

Evaluation Process:

Boys' Latin has a procedure in place by which parents can request an evaluation either verbally or in writing. For more information, please contact the student's school site (see *Contact Information*).

Consent:

Schools cannot proceed with an evaluation, or with the initial provision of special education and related services, without the written parental consent. For additional information related to consent please refer to the Procedural Safeguards Notice, which can be found in the Notices section of the Support Services page on the school's website: www.boyslatin.org/support-services

Once written parental consent is obtained, Boys' Latin will proceed with the evaluation process. If the parent disagrees with the evaluation, the parent can request an independent identification evaluation at public expense.

Program Development:

Once the evaluation process is completed, a team of qualified professionals determine whether the student is eligible. If the student 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, Boys' Latin will issue a notice of recommended educational placement or Prior Written Notice ("PWN"). Written parental consent is required before initial services can be provided. The parent has the right to revoke consent after initial placement.

Confidentiality of Information:

Boys' Latin maintains records concerning all students enrolled in the school, including students with disabilities. All records are maintained in the strictest confidentiality. Parental consent, or consent of an eligible student who has reached the age 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. One official at each participating

agency must assume responsibility for ensuring the confidentiality of any personally identifiable information. Each participating 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. For additional information related to student records, the parent can refer to FERPA.

More Information:

Boys' Latin prepares boys for success in college and beyond. The school does not discriminate in educational programs or activities based on external or perceived difference, but instead empowers students with a rigorous, beneficially rewarding, and diverse school program. No student enrolled in Boys' Latin shall be denied equal opportunity to participate in age and program appropriate instruction or activities due to race, color, handicap, creed, national origin, or financial hardship.

Please note that this is only a summary of the special education services, evaluation, and screening activities, and rights and protections pertaining to students with disabilities, students thought to be disabled, and their parents. For more information or to request evaluation or screening of a student, contact the school using the information below.

Contact Information:

Boys' Latin of Philadelphia High School
5501 Cedar Avenue, Philadelphia, PA 19143
Phone: 215-387-5149 | Fax: 215-387-5159

Nicole McCune
High School Specialized Services Coordinator
nmccune@boyslatin.org

Ed Koch
Interim High School Principal
ekoch@boyslatin.org

Boys' Latin of Philadelphia Middle School
344 N. Felton Street, Philadelphia, PA 19139
Phone: 215-387-5149 | Fax: 215-387-5159

Bria Smith
Middle School Specialized Services Coordinator
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Diane Hathaway
Interim Middle School Principal
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