## **SPECIAL EDUCATION** 131 E. Washington Street, Suite 1A Appleton, WI 54911 920-852-5317



**Amy Steiner** Executive Director of Special Education steineramy@aasd.k12.wi.us

If you need this notice in a different language or communicated in a different way, or have questions about this notice, please contact the Student Services Department at 920-832-6129.

Yog koj xav tau daim ntawv nov ua lus Hmoob los yog lwm yam lus los sis muaj lus nug txog tsab ntawv nov, thov hu rau lub hoob kaa ua haujlwm pab rau cov menyuam kawm ntawv tus xovtooj 920-832-6129.

Si necesita ésta carta escrita en un lenguage diferente o que sea comunicado a Ud. en diferente forma o si tiene alguna pregunta hacerca de ésta carta; por favor llame al departamento de servicios estudiales al 920-832-6129.

September 2024

Dear Parent(s)/Guardian(s):

The Individuals with Disabilities Education Act (IDEA), the Federal law concerning the education of children with disabilities, requires school districts to provide parents of a child with a disability a notice containing a full explanation of the procedural safeguards available under IDEA and U.S. Department of Education regulations. An electronic version of the procedural safeguards, special needs scholarship program, and notice for billing medicaid can be found at: <a href="https://www.aasd.k12.wi.us/district/district-information/notices">https://www.aasd.k12.wi.us/district/district-information/notices</a>

In addition to this annual notice, we will continue to provide parents with a copy of the procedural safeguards notice: 1) upon initial referral or parent request for an evaluation; 2) upon receipt of the first occurrence of the filing of a due process complaint in a school year; 3) when a decision is made to take a disciplinary action that constitutes a change of placement; and 4) upon parent request.

As educators, we know that it is very important for you to have the information you need to meaningfully participate in your child's education. Should you have questions related to special education, we encourage you to speak with your child's special education teacher or building principal. If you would like to receive a paper copy of the above mentioned notices, please contact Cindy Bettendorf at (920) 852 - 5317

We look forward to an exciting school year ahead!

Sincerely,

Amy Steiner

Amy Steiner Executive Director of Special Education