

Annual Public Notice of Special Education Services and Programs, Services for Gifted Students, and Services for Protected Handicapped Students

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 (SDs), intermediate units (IUs) and charter schools (CSs) are required to conduct child find activities for children who may be eligible for services via Section 504 of the Rehabilitation Act of 1973. For additional information related to Section 504/Chapter 15 services, parents may refer to Section 504, Chapter 15, and the Basic Education Circular entitled Implementation of Chapter 15. Also, school districts 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, parents 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, intermediate unit, and charter school of the child identification activities and of the procedures followed to ensure confidentiality of information pertaining to students with disabilities or eligible young children. In addition to this public notice, each school district, intermediate unit, and charter school shall publish written information in the handbook and on the web site. Children age three through twenty-one can be eligible for special education programs and services. If parents believe that their child may be eligible for special education, the parent should contact the staff member identified for their school district of residence, listed at the end of this public notice.

Children age 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 3 years of age and is considered to have a developmental delay when one of the following exists: (i) The child's score, on a 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. (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 additional information you may contact Terry Telep, Supervisor of Preschool/Early Intervention, Capital Area Intermediate Unit #15, at ttelep@caiu.org, or at 717-732-8400, ext. 8539, or Jessica White, Supervisor of Preschool/Early Intervention, Capital Area Intermediate Unit #15, at jwhite@caiu.org, or at 717-732-8400, ext. 8781.

Evaluation Process

Each school district, intermediate unit, and charter school has a procedure in place by which parents can request an evaluation. For information about procedures applicable to your child, contact the school that your child attends. Telephone numbers and addresses can be found at the end of this notice. Parents of preschool age children, age three through five, may request an evaluation in writing by addressing a letter to Terry Telep or Jessica White, Supervisors of Preschool/Early Intervention, Capital Area Intermediate Unit #15.

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. Once written parental consent is obtained, the district will proceed with the evaluation process. If the parent disagrees with the evaluation results, the parent can request an independent education evaluation at public expense.

Program Development

Once the evaluation process is completed, a team of qualified professionals and parents determine whether the child is eligible. If the child is eligible, the Individualized Education Program 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, intermediate unit staff, and/or charter school staff will issue a Notice of Recommended Educational Placement/Prior Written Notice (NOREP/PWN). 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, intermediate units and charter schools maintain records concerning all 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 age 21. Each participating agency must protect the confidentiality of personally identifiable information at collection, storage, disclosure, and destruction stages. 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.

In accordance with 34 CFR § 300.624, please be advised of the following retention/destruction schedule for the Pennsylvania Alternate System of Assessment (PASA), Pennsylvania System of School Assessment (PSSA), and Keystone Exam related materials:

- PSSA, Keystone Exam, and PASA test booklets will be destroyed one year after student reports are delivered for the administration associated with the test booklets.
- PSSA and Keystone Exam answer booklets and PASA media recordings will be destroyed three years after completion of the assessment.

For additional information related to student records, parents 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 school entity listed below. For preschool age children, information may be obtained and screenings and evaluations may be requested by contacting the Intermediate Unit.** The addresses of these schools are as follows:

INTERMEDIATE UNIT Capital Area Intermediate Unit #15 Andrew E. McCrea 55 Miller Street Enola, PA 17025-1640 717-732-8400 www.caiu.org	Loysville Youth Development Center Cynthia Lupold 24 Opportunity Drive Loysville, PA 17047 717-789-5529 www.caiu.org
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SCHOOL DISTRICT OFFICES	
Big Spring School District Vacant 45 Mt. Rock Road Newville, PA 17241 717-776-2422 www.bigspringsd.org	Camp Hill School District Autumn Reely 2627 Chestnut Street Camp Hill, PA 17011 717-901-2400 x5935 www.camphillsd.k12.pa.us

Carlisle Area School District Lisa Slover 623 W. Penn Street Carlisle, PA 17013 717-240-6800 x17815 www.carlisleschools.org	Central Dauphin School District Anne Zelonis 600 Rutherford Road Harrisburg, PA 17109 717-545-4703 x70284 www.cdschools.org
Cumberland Valley School District Chad Pellman 6746 Carlisle Pike Mechanicsburg, PA 17050 717-697-8261 x13336 www.cvschools.org	Derry Township School District Kirsten Scheurich 30 E. Granada Avenue PO Box 898 Hershey, PA 17033 717-534-2501 opt. 9 www.hershey.k12.pa.us
East Pennsboro Area School District Rebecca Jones 890 Panther Parkway Enola, PA 17025 717-732-3601 www.epasd.org	Greenwood School District Shannon Gay 405 E. Sunbury Street Millerstown, PA 17062 717-589-3117 x1303 www.greenwoodsd.org
Halifax Area School District Jennifer Martin 3940 Peters Mountain Road Halifax, PA 17032 717-896-3416 x111 www.hasd.us	Harrisburg School District Krystal Palmer 2900 North 6 th Street Harrisburg, PA 17110 717-703-1290 www.hbgdsd.k12.pa.us
Lower Dauphin School District Dan Berra 291 E. Main Street Hummelstown, PA 17036-1799 717-566-5318 www.ldsd.org	Mechanicsburg Area School District Paul Bigham 600 South Norway St., 2 nd Floor Mechanicsburg, PA 17055 717-691-4522 www.mbgdsd.org
Middletown Area School District Nicole Taylor 55 W. Water Street Middletown, PA 17057 717-948-3300 x1007 www.raiderweb.org	Millersburg Area School District Heather Hornung 799 Center Street Millersburg, PA 17061-1420 717-692-2108 www.mlbgdsd.k12.pa.us
Newport School District Angela Quigley-Jones 420 Fickes Lane, PO Box 9 Newport, PA 17074 717-567-2529 www.newportsd.org	Northern York County School District David Borrell 650 S. Baltimore Street Dillsburg, PA 17019-1035 717-432-8691 x1112 www.northernpolarbears.com
Shippensburg Area School District Vacant 317 N. Morris Street Shippensburg, PA 17257 717-530-2700 x1041 www.ship.k12.pa.us	South Middleton School District Sonja Brunner 4 Academy Street, Suite 100 Boiling Springs, PA 17007 717-258-6484 www.smsd.us

Steelton-Highspire School District Keri Poston 250 Reynders Ave. Steelton, PA 17113-7645 717-704-3800 x3349 www.shsd.k12.pa.us	Susquehanna Township School District Carrie Martin 2579 Interstate Dr. Harrisburg, PA 17110 717-657-5100 x13005 www.hannasd.org
Susquenita School District Denean Bressi 1725 Schoolhouse Road Duncannon, PA 17020 717-957-6000 www.susq.k12.pa.us	Upper Dauphin Area School District Heather Haupt 5668 State Route 209 Lykens, PA 17048 717-362-6573 www.udasd.org
West Perry School District Paula Jones 2606 Shermans Valley Road Elliottsburg, PA 17024-9706 717-789-3934 x5505 www.westperry.org	West Shore School District Kristen Peters 507 Fishing Creek Road PO Box 803 Lewisberry, PA 17070 717-938-9577 www.wssd.k12.pa.us

COMPREHENSIVE TECHNICAL SCHOOL
Dauphin County Technical School Betsy Standland 6001 Locust Lane Harrisburg, PA 17109-5631 717-652-3170 x7125 www.dcts.org

CHARTER SCHOOLS	
Capital Area School for the Arts Charter School Adam Shickley 150 Strawberry Square Harrisburg, PA 17101 717-732-8450 www.casa-arts.org	Commonwealth Charter Academy Michelle Orcutt One Innovation Way Harrisburg, PA 17110 717-710-3300 ext. 12175 www.ccaeducate.me
Infinity Charter School Keri Hess 5405 Locust Lane Harrisburg, PA 17109 717-238-1880 www.infinityschool.org	Pennsylvania STEAM Academy Jennifer Morrison 1500 N. 3 rd Street Harrisburg, PA 17102 717-884-0950 x122 https://pasteam.org

Reach Cyber Charter School Gregory C. McCurdy 750 E Park Dr, Suite 204 Harrisburg, PA 17111 717-704-8437 http://www.connectionsacademy.com/reach-cyber-school	Sylvan Heights Science Charter School Susan Roth 915 S. 13 th Street Harrisburg, PA 17104 717-232-9220 www.shscs.org
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The school entity or charter school will not discriminate in employment, educational programs, or activities based on race, color, national origin, age, sex, handicap, creed, marital status or because a person is a disabled veteran or a veteran of the Vietnam era. No preschool, elementary or secondary school pupil enrolled in a school district, intermediate unit, or charter school program 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.