



# Wilkinsburg School District

718 WALLACE AVENUE | WILKINSBURG, PA 15221-2299

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Every Child, Every Day, Matters!

## Annual Public Notice of Special Education Services and Programs

### School District of Wilkinsburg

In accordance with state and federal law, including the Individuals with Disabilities Education Act (IDEA), the School District of Wilkinsburg provides special education and related services to resident children who qualify as having disabilities. This notice is intended to inform parents, guardians, and community members of the district's policies and procedures regarding identification, evaluation, educational placement, and the provision of services for students with disabilities.

## Child Find

The Wilkinsburg School District is responsible for locating, identifying, and evaluating all children with disabilities who reside within the district's boundaries, including:

- Students enrolled in public schools
- Children ages birth through 21
- Preschool-age children
- Children attending private schools located within the district boundaries
- Homeschooled students
- Migrant children
- Children who are wards of the state
- Children who are suspected of having a disability even though they are advancing from grade to grade

Parents who believe their child may have a disability and may require special education services are encouraged to contact the district to discuss concerns and possible evaluation.

## Screening Activities

The district conducts ongoing screening activities to identify students who may need special education services. Screening may include:

- Review of group-based academic assessments
- Hearing and vision screenings
- Review of classroom performance and progress monitoring
- Teacher observations
- Parent input

Screening activities are not considered a formal evaluation but may indicate the need for further assessment.

## Evaluation Process

When screening results or other information suggest a child may have a disability, a **multidisciplinary evaluation** may be conducted to determine eligibility for special education services.

Evaluations may include:

- Psychological assessments
- Academic achievement testing
- Speech and language evaluations
- Behavioral assessments
- Occupational or physical therapy evaluations
- Review of educational records
- Classroom observations

Before any evaluation begins, the district will obtain **written parental consent**. Parents also have the right to request an evaluation at any time.

# Special Education Programs and Services

If a student is determined eligible for special education services, an **Individualized Education Program (IEP)** will be developed by the IEP team. The IEP outlines the student's educational needs and the services required to support their progress.

Programs and services may include:

- Learning support
- Life skills support
- Emotional support
- Speech and language therapy
- Occupational therapy
- Physical therapy
- Assistive technology services
- Behavioral supports
- Other related services as needed

Students with disabilities are educated in the **least restrictive environment**, meaning they are educated with nondisabled peers to the maximum extent appropriate.

## Early Intervention Services

The district also collaborates with early intervention programs to support children prior to school age. Families of preschool children who may have developmental delays may contact the district for information about early intervention evaluation and services.

# Parent Rights

Parents have important rights in the special education process. These rights include the ability to:

- Participate in meetings regarding their child's education
- Review educational records
- Request evaluations
- Consent to or refuse services
- Request mediation or due process hearings if disagreements occur

A full explanation of these rights is available in the **Procedural Safeguards Notice** provided to parents.

## Confidentiality of Student Information

The Wilkinsburg School District protects the confidentiality of personally identifiable information regarding students in accordance with state and federal laws, including the Family Educational Rights and Privacy Act (FERPA).

Parents have the right to:

- Inspect and review their child's education records
- Request corrections to inaccurate records
- Consent to disclosure of personally identifiable information except where permitted by law

The district maintains safeguards to ensure that student records are protected.

# **Destruction of Special Education Records**

The district maintains special education records for a period consistent with state and federal guidelines. Parents may request destruction of records that are no longer needed to provide educational services. However, a permanent record of a student's name, address, phone number, grades, attendance record, classes attended, grade level completed, and year completed may be maintained without time limitation.

## **How to Request an Evaluation**

Parents or guardians who believe their child may have a disability and may need special education services may request an evaluation by contacting:

**Mrs. Kerry McClellan**

Director of Special Education & Student Services

Wilkinsburg School District

718 Wallace Avenue

412-871-2121

[McClellank@wilkinsburgschools.org](mailto:McClellank@wilkinsburgschools.org)

## **Translation and Accessibility**

This notice will be made available in other languages or formats upon request to ensure accessibility for all families.

## **Public Availability**

This notice is available to the public through:

- District website
- District administrative offices
- School buildings
- Local community agencies
- District publications

## **Audit Readiness Notes for Pennsylvania Monitoring**

This version includes all key components auditors typically review:

- Child Find responsibilities
- Screening procedures
- Evaluation process
- Program descriptions
- Parent rights
- FERPA confidentiality language
- Record retention/destruction
- Contact information
- Accessibility statement