



Virginia M. Barry, Ph.D
Commissioner of Education
Tel. 603-271-3144

**STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900**

Bureau of Special Education FY'10 Memo #18

Date: December 4, 2009

To: Superintendents of Schools
Directors of Special Education

From: Office of the Commissioner of Education

Division of Instruction
Bureau of Special Education

RE: *Consultants ~ Private Special Education Schools*

The New Hampshire Department of Education, Bureau of Special Education is offering guidance to private special education schools regarding consultants. According to Ed 1114.05(j), all administrative, instructional, and related service staff shall hold appropriate certification or licensure for the position in which they function as required by the State of New Hampshire, and other licensing entities. The determination of credentials required shall be made by the Department.

There may be circumstances when private special education schools hire or contract with consultants. Individuals who act in the role of consultants must be certified in the area in which they are consulting. Individuals who are considered "highly qualified" (HQ) but are not appropriately certified in the content area shall not act in the role of consultants for private special education schools.

If you would like further clarification and/or have questions, please contact Santina Thibedeau at 271-6693 or sthibedeau@ed.state.nh.us.