

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



Paul K. Leather
Deputy Commissioner of Education
Tel. 603-271-3801

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'15 Memo #5

Date: September 11, 2014

To: Superintendents
Special Education Directors

From: Office of the Commissioner
Division of Educational Improvement
Bureau of Special Education

Re: *SPP/APR Timeliness of Initial Evaluations 2013-2014*

The New Hampshire Department of Education (NHDOE), Bureau of Special Education, has generated the final 2013-2014 report used for Indicator 11~Timeliness of Initial Evaluations on August 12, 2014. This report will be used for the Annual Performance Report (APR), District Data Profiles, and District Determinations.

If the 45 day timeline for an initial evaluation was not met and your district plans on submitting information to the NHDOE, please submit the following information:

For initial evaluations from September 1, 2013 to November 30, 2013 that were not completed within 45 days, please find three assurance forms to be completed as part of the submission of information:

- Agreed Upon Time Extension for 2013-2014
- Parent: Exception to the 45 Day Timeline
- New Student Enrollment: Exception to the 45 Day Timeline

Please submit one of these forms and supporting documentation to describe why the 45 day timeline was not met.

Please mail, fax or e-mail the assurance and required documentation by **October 10, 2014** to:

Bridget Brown, Education Consultant
New Hampshire Department of Education
Bureau of Special Education
101 Pleasant Street
Concord, New Hampshire 03301
Fax: 603-271-1099
e-mail: Bridget.Brown@doe.nh.gov

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If you are e-mailing the required documents to the NHDOE, please put FY'15 Memo #5 in the subject line.

Should you have any questions regarding Indicator 11, please contact Bridget Brown: 271-3776 or Bridget.Brown@doe.nh.gov.

SPED:BB:BJR
Enclosures:
Agreed Upon Time Extension for 2013-2014
Parent: Exception to the 45 Day Timeline
New Student Enrollment: Exception to the 45 Day Timeline