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Bureau of Special Education FY'17 Memo #28

Date: March 2, 2017

To: Superintendents
Special Education Directors

From: Office of the Commissioner of Education

Division of Educational Improvement
Bureau of Special Education

RE: Services Plan for Parentally-Placed Private School Children with Disabilities in NHSEIS
Provision of Services for Parentally-Placed Children with Disabilities

Beginning March 13, 2017, the New Hampshire Special Education Information System (NHSEIS) will have a new feature. In addition to the "IEP Process" feature on the Student Menu Bar, districts will now be able to also select the new "Services Plan Process" feature for parentally-placed private school children with disabilities.

A Services Plan must be developed when a student has been designated to receive equitable services.

Attached are screenshot instructions for how to create a services plan in NHSEIS.

IDEA 2004 and the New Hampshire Rules for the Education of Children with Disabilities provide guidance to school districts on the provision of services for parentally-placed children with disabilities. A timely and meaningful consultation between the LEA and representatives of private schools located in the school district served by the LEA is required to determine what services will be made available to parentally-placed private school children with disabilities. A services plan must then be developed and implemented for each parentally-placed private school child with a disability who has been designated to receive these services.

The new feature in NHSEIS, will not only provide districts with the opportunity to create services plans to document the services being provided, but will also allow the State to access information for annual reporting purposes for parentally-placed children with disabilities, including the number of these students who are evaluated, the number who are determined to have disabilities and the number who are served.

Reporting for the 2016-2017 school year has been done as it has been in previous years for any parentally-placed students entered prior to the services plan feature being available. All parentally-placed students entered from this point on will be entered using this new feature.

The Bureau of Special Education will be providing the following training webinars to review the services plan process:

- ❖ Monday, March 13, 2017 ~ 2pm – 3pm
- ❖ Tuesday, March 14, 2017 ~ 9am – 10am
- ❖ Monday, March 20, 2017 ~ 2pm – 3pm

To register for a webinar: <https://attendee.gotowebinar.com/register/5572879464409178371>
(Webinar ID: 958-194-067)

If you would like further clarification regarding the services plan or the provision of services parentally-placed children with disabilities, please contact Helene Anzalone at 603-271-3476 or Helene.Anzalone@doe.nh.gov