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**Bureau of Special Education Support FY'24 Memo #22**

Date: February 8, 2024

To: Superintendents of Schools  
Administrators of Special Education

From: Office of the Commissioner of Education  
Division of Learner Support  
Bureau of Special Education Support

RE: LEA Justification for Exceeding 1% Cap on the Alternate Assessment (DLM) AA-AAAS

The New Hampshire Department of Education (NHED), Bureau of Special Education Support (BSES) is offering guidance for the Justification for Exceeding 1% Cap on the DLM Form. This guidance is being provided as a response to requests from district administrators.

The attached FACT Sheet provides an explanation of the Justification Requirement and a formula to assist districts in determining the percentage of students being assessed on the alternate statewide assessment as compared to all students participating in the statewide assessment.

If you have any questions or concerns, please do not hesitate to contact JoAnn Marchant at (603) 271- 3791 or [Joann.R.Marchant@doe.nh.com](mailto:Joann.R.Marchant@doe.nh.com).

TDD Access: Relay NH 711

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