

SAMPLE FORM
Affirmation of Consultation with Private School

Special Education Services for Parentally Placed Private School Students

IDEA requires school districts to engage in timely and meaningful consultation with representatives of private schools and with parents about the provision of special education and related services for parentally placed private school students attending private schools within the district's jurisdiction. The consultation process must include specific discussion of the following topics:

IDEA requires that school districts ask private school officials to provide written affirmations of a satisfactory consultation process. Private school officials are not required to provide a written statement if they believe the process to be unsatisfactory.

Consultation may include individual or group meetings, interviews, or other effective and efficient strategies. The law does not require use of a specific strategy.

- a. The child find process, including how resident and non-resident students suspected of having a disability can participate equitably. Child find includes evaluations, eligibility determinations, and reevaluations.
- b. How parents, teachers, and private school officials will be informed of the child find process;
- c. The determination of the proportionate amount of federal funds to be expended and how the proportionate share was calculated;
- d. The consultation process and how the consultation process will operate through the year to ensure that students identified through the "child find process" can meaningfully participate in special education and related services;
- e. How, where, and by whom special education and related services will be provided, including a discussion of types of services and services delivery mechanisms;
- f. How such services will be apportioned if funds are insufficient to serve all students, and how and when these decisions will be made;
- g. How, if the District disagrees with the views of the private school officials about the provision of services or the types of services, the District shall provide a written explanation of the reasons why the LEA chose not to provide services.

I, the undersigned authorized representative of:

Name of Private School

affirm that timely and meaningful consultation about items a-g above occurred with:

(Name of School District)

<i>Printed/Typed Name and Title of Authorized Representative of the Private School:</i>	
<i>Signature:</i>	<i>Date:</i>