

**2009-2010 Annual Notice of Special Education Services and Programs  
for Central Susquehanna Intermediate Unit, Local School Districts and other local agencies  
providing educational services**

**Child Find**

Each school district, along with other public agencies in the Commonwealth, must establish and implement procedures to identify, locate and evaluate all children who need special education programs and related services because of their disabilities (Chapter 14, Pennsylvania Regulations 14.121; Part 300 Federal Regulations 300.125). The public awareness effort must include information regarding potential signs of developmental delays and other risk factors that could indicate disabilities. Furthermore, Federal Regulations under Individuals with Disability Education Act require child find from birth to 21 years of age. This notice is to help find these children, offer assistance to parents and describes the parents' rights with regard to confidentiality of information that will be obtained during this process.

The content of this notice has been written in English. If anyone does not understand this notice, contact the school district (see Contacts) or the Central Susquehanna Intermediate Unit (CSIU) and request an explanation.

**Identification Activity**

*Child find* refers to activities undertaken by public education agencies to locate and identify children residing in the state, including children attending private schools, charter schools and county jails, who are suspected of having disabilities, regardless of the severity of their disability, and determine the child's need for special education and related services. The purpose is to locate these children so that a free appropriate public education (FAPE) can be made available. The types of disabilities to cause a child to need services are: autism, deaf-blindness, deafness, emotional disturbance, hearing impairment, mental retardation, multiple disabilities, orthopedic impairment, other health impairment due to chronic or acute health problems, specific learning disabilities, speech or language, traumatic brain injury and visual impairment including blindness, and in the case of a child that is of preschool age, developmental delay.

Each school district shall provide annual public notification, adequate to notify parents throughout the school district of child identification activities and of the procedures followed to ensure confidentiality of information pertaining to students with disabilities or eligible young children in accordance with this chapter. This notice is intended to meet this requirement.

*Identification activities* are performed to find a child who is suspected as having a disability that would interfere with his or her learning unless special education programs and services are made available. These activities are sometimes called *screening* activities. Each school district shall establish a system of screening, which may include early intervening services. The activities include: review of group data, conducting hearing and vision screening, assessment of student's academic functioning, observation of the student displaying difficulty in behavior and determining the student's response to attempted remediation. Input from parents is also an information source for *identification*. After a child is identified as a suspected *child with a*

*disability*, he or she is evaluated, but not before parents give permission for their child to be evaluated.

## **Confidentiality of Student Records**

### **Notification of Rights under FERPA for Elementary and Secondary Schools**

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate.

Parents or eligible students may ask the School to amend a record that they believe is inaccurate. They should write the School principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it is inaccurate. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

### **Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)**

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

- *Receive notice and an opportunity to opt a student out of –*

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

- *Inspect*, upon request and before administration or use –

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

*Parents who believe their rights have been violated may file a complaint with:*

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5901

## **Services for Protected Handicapped Students**

Students who are not eligible to receive special education programs and services may qualify as *protected handicapped students* and therefore be protected by other federal and state laws intended to prevent discrimination. School districts and the CSIU must ensure that protected handicapped students have equal opportunity to participate in the school program and extracurricular activities to the maximum extent appropriate for each individual student. In compliance with state and federal law, school districts or the CSIU will provide to each protected handicapped student, without discrimination or cost to the student or family, those related aids, services or accommodations that are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. To qualify as a protected handicapped student, the child must be of school age with a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the school program.

These services and protections for *protected handicapped students* may be distinct from those applicable to exceptional or thought-to-be exceptional students. School districts or parents may initiate an evaluation if they believe a student is a protected handicapped student. For further information on the evaluation procedures and provision of services to protected handicapped students, parents should contact the special education contact person on the accompanying list.

A parent may file a written complaint alleging that the rights described in this notice were not provided:

Pennsylvania Department of Education  
Bureau of Special Education  
Division of Compliance  
333 Market Street  
Harrisburg, PA 17126-0333

The Department of Education will investigate the matter, issue a report of findings and necessary corrective action within 60 days. The Department will take necessary action to ensure compliance is achieved.

Complaints alleging failures of the school district with regard to confidentiality of personally identifiable information may also be filed with:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

The CSIU and its member school districts will provide ongoing screening services throughout the 2009-10 school year. If you wish to learn more, have questions, or believe your child may need to be identified, please contact the appropriate person on the accompanying list.

## **Early Intervention Identification**

In Pennsylvania, a child between 3 years of age and the school district's age to begin school who has a developmental delay or one or more of the physical or mental conditions listed above is identified as an *eligible young child*. The parents of these children have the same rights described above.

The Pennsylvania Department of Education is responsible for providing programs and services to eligible young children under Act 212 of 1990, the Early Intervention Services System Act. Screening for preschool children is available through CSIU (Central Susquehanna Intermediate Unit) for children in Columbia, Montour, Northumberland, Snyder and Union counties. To schedule an appointment for screening, or for additional information, call 570-523-1155, ext. 2229.

## Schools and Other Instructional Sites, with Contact Persons

Benton Area School District  
600 Green Acres Road  
Benton, PA 17814  
Judi Lapinski, Contact Person  
925-0913

Berwick Area School District  
500 Line Street  
Berwick, PA 18603  
Wendy Kupsy, Contact Person  
759-6400, ext. 3538

Bloomsburg Area School  
District  
728 East Fifth Street  
Bloomsburg, PA 17815  
Jill Robbins, Contact Person  
784-7885, ext. 1148

Central Columbia School  
District  
4777 Old Berwick Road  
Bloomsburg, PA 17815  
Jean Dow, Contact Person  
784-2850, ext. 4004

Danville Area School District  
600 Walnut Street  
Danville, PA 17821  
Ricki Boyle, Contact Person  
271-3268, ext. 1041

Lewisburg Area School District  
1951 Washington Avenue, PO  
Box 351  
Lewisburg, PA 17837  
Pamela Kramer, Contact Person  
522-3277

Line Mountain School District  
185 Line Mountain Rd.  
Herndon, PA 17830  
Amy Dunn, Contact Person  
758-2640, ext. 6021

Midd-West School District  
568 East Main Street  
Middleburg, PA 17842  
David Fassett, Contact Person  
837-0046, ext. 141

Mifflinburg Area School District  
178 Maple Street, Box 285  
Mifflinburg, PA 17844  
Margaret Leedy, Contact Person  
966-8281

Millville Area School District  
330 East Main Street, PO Box  
260  
Millville, PA 17846  
Dee Davis, Contact Person  
458-5538, ext. 288

Milton Area School District  
700 Mahoning Street  
Milton, PA 17847  
Terri Locke, Contact Person  
742-0539

Mount Carmel Area School  
District  
600 West Fifth Street  
Mount Carmel, PA 17851  
Pete Cheddar, Contact Person  
339-1500, ext. 3149

Selinsgrove Area School District  
401 North 18th Street  
Selinsgrove, PA 17870  
Cynthia Vennie, Contact Person  
372-2205

Shamokin Area School District  
2000 West State Street  
Coal Township, PA 17866  
Barbara Griffiths, Contact  
Person  
648-5731, ext. 3601

Shikellamy School District  
200 Island Boulevard  
Sunbury, PA 17801  
Stephanie Michaels, Contact  
Person  
286-3724

Southern Columbia Area School  
District  
800 Southern Drive  
Catawissa, PA 17820  
Robert Mehalick, Contact  
Person  
356-3510

Warrior Run School District  
4800 Susquehanna Trail  
Turbotville, PA 17772  
Karen Fry, Contact Person  
649-5138, ext. 228

Columbia-Montour AVTS  
5050 Sweppenheiser Drive  
Bloomsburg, PA 17815  
James Dunkelberger, Contact  
Person  
784-8040, ext. 3334

Northumberland County AVTS  
1700-2000 West Montgomery  
St.  
Coal Township, PA 17866  
Alexander Choman, Contact  
Person  
644-0304

SUN Area AVTS  
PO Box 527, 21<sup>st</sup> Century Drive  
New Berlin, PA 17855  
John Bohn, Contact Person  
966-1031

Central Susquehanna  
Intermediate Unit  
P.O. Box 213  
Lewisburg, PA 17837  
Frank Williams, Contact Person  
523-1155, ext 2202

SusQ-Cyber Charter School  
240 Market Street, Suite 15  
Bloomsburg, PA 17815  
James Street, Contact Person  
245-0252, ext. 300

North Central Secure Treatment  
Facilities (Female and Male)  
13 Kirkbride Drive  
Danville, PA 17821  
Dan Clark, Contact Person  
271-4752

Columbia County Prison  
721 Iron Street  
Bloomsburg, PA 17815  
William Campbell, Contact  
Person  
784-4815

Montour County Prison  
117 Church Street  
Danville, PA 17821  
Gerald Cutchall, Contact Person  
271-3039

Northumberland County Prison  
39 Second Street  
Sunbury, PA 17801  
Roy Johnson, Contact Person  
988-4232

Snyder County Prison  
600 Old Colony Road  
Selinsgrove, PA 17870  
Ruth Rush, Contact Person  
374-7912

Union County Jail  
Union County Courthouse  
Lewisburg, PA 17837  
Doug Shaffer, Contact Person  
524-8711