

**Procedures used to provide services to eligible students enrolled at private expense in private schools in the district and whose parents reside out of state**

- The Ipswich Public School District has annual or more frequent outreach and continuous liaison with those groups below from which promotion or transfer of students in need of special education may be expected, or which would include students in need of special education:
  1. Professionals in the community.
  2. Group homes.
  3. Parent organizations.
  4. Clinical/health care agencies.
  5. Parents who home school their children
  6. Other agencies/organizations
  7. The school itself, including charter schools.
  8. Agencies serving migrant and/or homeless persons pursuant to the McKinney- Vento Education Act for Homeless Children.
- The Ipswich Public Schools stands ready to conduct Child Find activities-- comparable to those for public school students--for all students enrolled at private expense in private schools in the District. At present, there are no private schools within the District. The District also sends this letter to parents of students who are home-schooled.
- Each September the District sends a Child Find letter to all private schools nearby as well as to schools where students in our District have been known to apply.
- Upon receipt of students names provided from any private school, the District sends the parents of that student a letter informing them of their right to an evaluation.
- The District does this through consultation with private schools in accordance with federal requirements.
- The District provides or arranges for the provision of an evaluation for any private school or home schooled child whose parent resides in the District who is referred for evaluation. The evaluation may take place in the public school, the private school, or an appropriate contracted facility. As part of the District's consultation with the private school, the District ensures that a representative of the child's private school is invited to participate as a member of the Team pursuant to §28.05. The District provides an IEP for any such private school child who is found eligible for special education and/or related services.
- For students enrolled at private expense in private schools whose parents reside out of state, the District consults with the private schools in accordance with federal requirements. It conducts evaluations and determines eligibility in accordance with state and federal requirements.
- Ipswich Public Schools will determine which services to provide with the proportionate share of federal funds following consultation with parents of eligible students. The District may use the entire federal proportionate share on only one eligible student or may decide to allocate an amount for services for more than one or all of the students. Because Massachusetts state law requires school districts to provide services according to an IEP to eligible Massachusetts residents who attend private schools, the District is aware that it may not limit spending of special education funds for Massachusetts residents to only services that can be provided with the proportionate share. Regardless, the District must still calculate proportionate share and be able to demonstrate how we have spent sufficient federal funds on special education services for private school students.

- The District provides special education and/or a related service designed to meet the needs of eligible children who are attending private schools at private expense and whose parents reside in the District, and does so according to a properly developed IEP. The district provides such children with opportunities to participate in a public school special education program consistent with state constitutional limitations.
- In providing or arranging for the provision of the special education and/or related services described by the child's IEP, the District ensures that special education services funded with state or local funds are provided in a public school facility or other public or neutral site. When services are provided using only federal funds, services are provided on public or private school grounds. When the child attends a private school located outside of the District, the District makes reasonable efforts to provide or arrange for the provision of services for the child in the community where the school is located.
- The District does not withdraw or withhold services from a child whose parents reside in the District solely because the District has met the spending requirements of federal law.
- Special education services and/or related services for a private school child whose parents reside in the District are comparable in quality, scope, and opportunity for participation with those provided to public school children with needs of equal importance.
- An expedited special education evaluation, which is limited to a child's physician statement unless there is a clear indication of the need or unless the parents request additional evaluation, is conducted and services provided to eligible students whose parents reside in the District within 15 calendar days of the District's receipt of the child's physician statement.
- The District calculates the proportionate share of Federal Special Education Entitlement funds (Fund Code 240) required to be spent on eligible private school students (including all eligible home schooled and students attending private school in the District whether their parents reside in the District, in another Massachusetts district, or out of state) and documents the spending of at least this amount of federal entitlement funds (Fund Code 240) on one or more of the eligible private school students attending private school in the district whose parents reside in the district or out of state.
- Because out-of-state residents attending private schools in Massachusetts do not have an individual entitlement to services, eligible out-of-state resident students may not necessarily receive proportionate share services and, in such cases, will not receive special education services from the Massachusetts district where the private school is located. At present, Ipswich does not have a private school located in the District. Ipswich will make available the data it has used in calculating proportionate share and information demonstrating whether its proportionate share obligation has been met.

- If the District provides services to any eligible private school student from out of state, it does so using an Individual Services Plan.
- If a parent withdraws his/her child from Ipswich and enrolls the student in a private school, the District sends a letter to the parent indicating their right to access special education services.