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Notice to Parents of Children Enrolled in the Wilton-Lyndeborough Cooperative School District

In order to comply with the requirements of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), the Wilton-Lyndeborough Cooperative SD is convening a meeting **on or about September 01, 2026** with representatives of the private schools located within the districts. The purpose of the meeting will be to consider the needs of special education students who have been enrolled by their parents in the private schools. Although federal law states that children placed by their parents in private schools have no individual right to special education and related services, the districts are required to consult with representatives of all private schools located in the districts, and representatives of parents of children with disabilities enrolled in these schools, before making final decisions about the services that will be offered. Parents of children with disabilities enrolled in the private schools located in Wilton and Lyndeborough are invited to meet with school district representatives on or about September 1, 2026. This meeting will be held at: SAU #63 Special Education Office 192 Forest Rd. Lyndeborough NH 03082. If you have any questions, please contact Ned Pratt SAU63 (603)-732-9177

ANNUAL NOTICE OF CHILD FIND FOR SCHOOL ADMINISTRATIVE UNIT #63 WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL DISTRICT 192 Forest Road, Lyndeborough, NH 03082 603-732-9175

The Wilton-Lyndeborough Cooperative School District seeks to locate and identify all Children who may have an educational disability. Any person may make a referral for Evaluation of a child under the age of 21 for reasons including, but not limited to, the following:

- Failing to pass a hearing or vision screening
- Unsatisfactory performance on group achievement or accountability measures
- Receiving multiple academic or behavioral warnings
- Repeatedly failing one or more subject

The child find requirements of the district also apply to highly mobile children, homeless children, and children who are suspected of having an educational disability even though they are advancing from grade to grade. Child Find also includes those children in grades K-12 who attend approved, nonpublic private schools within the geographic boundaries of Wilton and Lyndeborough regardless of where they reside. Referrals may be initiated in a variety of ways: For children ages 3 through Kindergarten who do not yet attend school - please contact the office of Student Support Services at 732-9175. For children who attend the Wilton-Lyndeborough Cooperative School District - Building Principals, special education teachers, or classroom teachers may be contacted by anyone wishing to initiate a referral.

**SAU #63/Wilton-Lyndeborough Cooperative School District
192 Forest Road, Lyndeborough, NH 03082
NOTICE OF RIGHTS UNDER “FERPA”**

The family Educational Rights and Privacy Act (FERPA) affords parents and students over18 years of age (eligible students) certain rights with respect to the student's education records. They are:

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

Parents of eligible students should submit to the building principal or the principal's designee a written request that identifies the records(s) they wish to inspect. The building principal or his/her designee 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 believe are inaccurate or misleading.

Parents or eligible students may ask the School District to amend a record generated by the School District that they believe is inaccurate or misleading. They should write the building principal or his/her designee, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School District decides to not amend the record as requested by the parent or eligible student, the School District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. If the parents request a hearing, it shall be conducted by the Superintendent of Schools or his/her designee.

3. The right to consent, or to deny 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 of a parent or eligible student, is disclosure to “school officials with a legitimate educational interest”. 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 outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student , or other volunteer 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. The School District may disclose without consent “directory information”, which is information not generally considered harmful or an invasion of privacy if disclosed. Directory information includes: Name of the student, participation in officially recognized teams or activities, student's class designation, name of the school the student is attending, achievements, awards and honors. Parents may request, in writing to the building principal by October 30th that the School District refrain from making all or some of the directory information on their child available to the public. Upon request, the School District discloses education records without consent to officials of a school district in which a student seeks or intends to enroll.

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 office that administers FERPA is: **Family Policy Compliance Office - U.S. Department of Education 400 Maryland Avenue SW, Washington, DC 20202-8520**



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