

BRUSH COUNTRY CO-OP

Private School/Home School Procedures

Annually (between October 1 and December 1) each district must conduct a thorough and complete “Child Find” process to determine the number of parentally- placed private school children with disabilities attending private schools located within the boundaries of their school district.

In order for a home school to be determined a “private school”, a home school must provide elementary or secondary education that incorporates an adopted curriculum designed to meet basic educational goals, including scope and sequence of courses, and formal review and documentation of student progress.

Each district is required to provide a timely and meaningful consultation with private/ home schools. The consultation must include the Child Find process, determination of proportionate share, and types of service and how and when decisions about services will be made.

Any private school student (including home school) with disabilities who receives special education “proportionate share” service from the public school under an individualized service plan (ISP) will be reported in PEIMS for the fall submission. (Dually enrolled students ages 3-4 must not be included.) If parent declines dual enrollment for the 3-4 year old and the student receives special education “proportionate share” services under an ISP, he must be included in this PEIMS for the fall submission.

1. Conduct **Child Find** process to determine parentally-placed private school students within the boundary of your district. (Prior to October Snapshot and ongoing)
2. Send each private school/home school a notification / invitation to participate in the IDEA Program.
(Form: **Invitation to Consultation Meeting**)
3. After the Consultation Meeting, request a **written affirmation**, signed by the representative of the private/home school and Forward a copy of this form to the Director of Brush Country Co-op.
(Form: **Affirmation of Consultation**)
4. For Private School/Home School Students already identified by the district, send the two page form **Notice of Offer of FAPE** (with **Parent Response Section**).
5. If a private/home school student is eligible to receive special education services and the parent accepts the offer of services, a **Service Plan** meeting is scheduled.
(Form: **Notice of Service Plan Meeting on SuccessEd**)
6. Conduct the Service Plan meeting.
(Form: **Service Plan Meeting on SuccessEd**)
7. Provide the PEIMS clerk with student information for coding the 101 STUDENT DATA-DEMOGRAPHIC record, E1000 STUDENT ATTRIBUTION CODE “12” (private school)
(Use **PEIMS 163 report**)
8. **Provide the Director of Special Education with a list of Private School students eligible for special education and a list of Private School students participating in the proportionate share of IDEA funds.**

For more Guidance on Private School/ Home School go to:

www.ritter.tea.state.tx.us/special.ed/guidance/rules/89.1096.html