

# **PUBLIC NOTICE**

**Evergreen Community Charter School  
P.O. Box 523, Mountainhome, PA 18342  
(570) 595-6355**

## **Special Education Identification Activities**

Teachers or parents who feel a child is exceptional or is experiencing academic, emotional or physical difficulties may request an evaluation to determine special program needs. A parent request form is available at the office. Evaluations are completed throughout the year.

## **Services and Programs Available**

Evergreen Community Charter School provides students, based on their eligibility and needs, with the opportunity to receive services through academic, emotional, and physical support. Classes for Gifted Support, Learning Support, Emotional Support, Language Support, and Life Skills Support are operated by the school. In addition, Colonial Intermediate Unit 20, in conjunction with the school district, operates classes for Life Skills Support, Emotional Support, Autistic Support, Multiple Disability Support, Deaf and Hearing Impaired Support, Blind or Visually Impaired Support, Speech and Language Support.

## **Confidentiality**

Confidentiality is maintained on all personally identifiable information regarding students. Parents have the right to see and obtain a copy of their child's records. Academic progress notes on IEP goals as well as any evaluations will be made available to parents at any time. Personally identifiable information relative to an exceptional student will only be released with the permission of the parent and/or guardian in accordance with the Family Education Rights and Privacy Act (FERPA) and the Pennsylvania Rules, Regulations, and Standards.

In accordance with 34 CFR § 300.624, please be advised of the following retention/destruction schedule for the Pennsylvania Alternate System of Assessment (PASA), Pennsylvania System of School Assessment (PSSA), and Keystone Exam related materials:

- PSSA, Keystone Exam, and PASA test booklets will be destroyed one year after student reports are delivered for the administration associated with the test booklets.
- PSSA and Keystone Exam answer booklets and PASA media recordings will be destroyed three years after completion of the assessment.

This provision will be added to all school handbooks:

*The School Nurse maintains health records for each student. Parents or guardians are responsible for notifying the school nurse, in writing, of medical needs that may affect a student while in school. Parents or guardians are expected to update this information regularly, especially when a student's needs change. In accordance with School Code section 14-1409, to the extent necessary to protect the health and safety of a student, staff members will be notified of health*