

Children with Disabilities Locator Notice

Federal and state law require public school districts to locate, identify and evaluate all children with disabilities, including children with disabilities attending private schools in the school district, and homeless children, regardless of the severity of their disability. The Menasha Schools has a special education screening program to locate and screen all children with suspected disabilities who are residents of the district and who have not graduated from high school. The district screening program locates and screens children in the following groups: preschool children; children entering school for the first time; children enrolled in the public or private schools; transfer students; children eligible to attend school but not currently attending. Upon request the district will screen any child to determine whether a special education referral is appropriate. Such request shall be made to Marcena M. Thiry, Director of Special Services, Menasha Joint School District, P.O. Box 360, Menasha, WI 54952.

A parent, physician, nurse, teacher, psychologist, social worker or administrator of a social agency who has reasonable cause to believe that a child brought to him or her for services is a child with a disability has a legal duty to report the child to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made. The referral must be in writing and must include the reason why the person believes the child is a child with a disability.

Educational opportunities are available in the community for children with disabilities. The school district provides special education and related services for children ages 3 to 21 with intellectual disabilities, orthopedic impairments, other health impairments, autism, traumatic brain injuries, visual disability, hearing disability, speech and language impairment, learning disabilities and emotional disturbance. The County Board provides services for children with disabilities ages birth to 3. The district offers services for children ages 3 through 5 with significant developmental delays. The community Head Start Program provides educational opportunities for qualifying 3 through 5 year olds and the district offers a 4 year old kindergarten program for all children. If you have questions concerning type and variety of services/programs available or your child's eligibility for such services, please contact your child's teacher, building principal, or the Special Services Department at (920) 967-1418.

Persons with disabilities are afforded certain rights under the law, some of which are:

The right to a free and appropriate public education; The right to nondiscriminatory treatment in employment; The right to due process procedures; The right to participate in school courses, programs and activities with non-handicapped students whenever appropriate; The right of access to your child's school records; The right to an impartial hearing.