

**HOUSTON INDEPENDENT SCHOOL DISTRICT  
OFFICE OF SPECIAL EDUCATION SERVICES  
Dr. Shannon L. Verrett, Executive Director  
2022-2023**

**AFFIRMATION OF PRIVATE/RELIGIOUS/HOME SCHOOL  
CONSULTATION AND PARTICIPATION**

**Individuals with Disabilities Education Improvement Act (IDEA) 2004 Part B**

**Directions:**

- 1) TO BE COMPLETED BY EACH NONPROFIT PRIVATE/RELIGIOUS SCHOOL OR HOME SCHOOL WITHIN THE JURISDICTION OF THE HOUSTON INDEPENDENT SCHOOL DISTRICT (HISD). THIS FORM MUST BE SUBMITTED TO THE DESIGNATED REPRESENTATIVE OF HISD WITHIN A REASONABLE TIME FOLLOWING CONSULTATION WITH THE PUBLIC SCHOOL DISTRICT REGARDING PROVISION OF SPECIAL EDUCATION SERVICES TO PARENTALLY PLACED PRIVATE, RELIGIOUS, OR HOME SCHOOL CHILDREN.
- 2) HISD MUST MAINTAIN A COPY OF THIS FORM FOR ITS RECORDS.

For Additional Information Contact: **Program Specialist, Team Lead SOAR, Suzanne Chamberlain at 713-556-8239**

**SECTION I – Nonprofit Private/Religious, or Home School Information**

**Name of Nonprofit Private/Religious, or Home School:**

**Address of School:**

**ZIP:**

**Name and Title of School Contact:**

**Telephone Number:**

**E-Mail Address:**

**THE INDIVIDUALS WITH DISABILITIES EDUCATION IMPROVEMENT ACT OF 2004 (IDEA 2004) REQUIRES THAT TIMELY AND MEANINGFUL CONSULTATION OCCUR BETWEEN THE LOCAL SCHOOL DISTRICT AND PRIVATE, RELIGIOUS, OR HOME SCHOOL OFFICIALS PRIOR TO ANY DECISION THAT AFFECTS THE LOCATION, IDENTIFICATION, AND PROVISION OF SERVICES TO PARENTALLY PLACED PRIVATE SCHOOL CHILDREN ATTENDING PRIVATE SCHOOLS WITHIN THE JURISDICTION OF THE PUBLIC SCHOOL DISTRICT.**

**SECTION II – Topics of Consultation**

The following topics were addressed during the consultation process:

- The Child Find Process and how parentally placed private, religious, or home school children, suspected of having a disability, can participate equitably in special education and related services
- How parents, teachers, and private, religious or home school officials will be informed of the process
- The determination of the proportionate amount of federal funds available to serve parentally placed private, religious or home school children with disabilities, including determination of how the amount was calculated
- How the consultation process will operate throughout the school year to ensure that parentally placed private, religious, or home school children with disabilities identified through the Child Find process can participate in special education and related services
- How, where, and by whom types of special education and related services will be provided for parentally placed private, religious, or home school children with disabilities
- How to conduct the annual count of the number of parentally placed private, religious or home school children with disabilities attending school within the boundaries of HISD
- How such services will be apportioned if funds are insufficient to serve all children in private, religious, and home schools, and how and when these decisions will be made
- How HISD will provide a written explanation to the private, religious or home school official of reasons, why HISD chose not to provide services directly or through a contract if HISD disagrees with the views of the private, religious, or home school official on the provision of services or types of services

**SECTION III – Affirmation of Participation of Private, Religious, or Home School**

**Yes  No  For All Private, Religious, or Home Schools:**

We agree that timely and meaningful consultation of the above topics occurred before the school district made any decision that affected the participation of eligible private, religious, and home school children in HISD special education services as described in the Individuals with Disabilities Education Improvement Act of 2004 (IDEA 2004).

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<b>SECTION IV – Certification of Eligibility of Private, Religious, or Home School</b>
<b>Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> For Private or Religious <u>Elementary/Secondary</u> School Only:</b>  We certify the private or religious elementary or secondary school 1) is a non-profit entity and 2) provides elementary or secondary education that incorporates an adopted curriculum designed to meet basic educational goals, including scope and sequence of courses, and; 3) conducts formal reviews and documentation of student progress.
<b>Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> For Private or Religious <u>Preschool</u> Only:</b>  We certify the private or religious preschool facility 1) is a non-profit entity and 2) provides elementary education that incorporates an adopted curriculum designed to meet basic educational goals, including scope and sequence of courses, and; 3) conducts formal reviews and documentation of student progress.
<b>Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> For <u>Home</u> School Only:</b>  We certify the home school 1) provides elementary or secondary education that incorporates an adopted curriculum designed to meet basic educational goals in the areas of reading, spelling, grammar, mathematics, and a study of good citizenship; 2) includes a scope and sequence of courses, and; 3) conducts formal reviews and documentation of student progress.

<b>Signature of Private, Religious, or Home School Representative:</b>	<b>Date:</b>
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<b>Signature of HISD Representative:</b>	<b>Date:</b>
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**FOR ADDITIONAL INFORMATION, CONTACT:**  
Program Specialist, Team Lead SOAR, Suzanne Chamberlain  
at 713-556-8239

**MAIL OR DELIVER FORM TO:**  
PRIVATE SCHOOL SERVICES, OFFICE OF SPECIAL EDUCATION SERVICES  
HOUSTON INDEPENDENT SCHOOL DISTRICT, Attention: Suzanne Chamberlain  
4400 WEST 18<sup>TH</sup> STREET, HOUSTON, TEXAS, 77092-8501

**SCAN FORM TO:**  
schambe4@houstonisd.org, HISD OFFICE OF SPECIAL EDUCATION SERVICES, ATTENTION: CONTACT Program Specialist, Team Lead SOAR, Suzanne Chamberlain