

ASEC District Contacts

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Referral Procedures for Nonpublic Special Education Evaluations

**Area Special Education Coop
1505 Central Ave NW
East Grand Forks, MN 56721**

All children with disabilities residing in the State, including children with disabilities who are homeless or are wards of the State, and children with disabilities attending private schools, regardless of the severity of their disability, and who are in need of special education and related services are identified, located and evaluated.

34 C.F.R. 300.111(a)

Referral Procedure for Private or Home Schools

Public school districts that are a member of the Area Special Education Cooperative (ASEC) are committed to identifying and serving **all** children with disabilities in need of special education services residing in the district.

K-12 Procedure

- Parent or private school staff identifies a concern regarding a student.
- Parent and private school staff discuss concern
- Private school teacher collects pre-referral intervention data.
- If concern continues, the parent or private school teacher completes referral form and sends to the identified person at the public school.
- The public school's Student Support Team (SST) invites the private school teacher to a meeting, reviews the information, and determines if a special education evaluation is needed.
- If an evaluation is needed, a plan will be developed and shared with the parents to obtain written consent for the evaluation.

Early Intervention Referrals Birth through 5 Years

The public school districts within the ASEC, in cooperation with the health and human services agencies located in each county in which the district's are located have established an Interagency Early Intervention Committee (IEIC) called *Help Me Grow*, for referral of **all** children with disabilities who are birth through age five.

Each *Help Me Grow* team has identified a central point of intake for referrals. These referrals may come from a variety of sources such as doctors, parents, daycare providers, and preschool teachers. The central point of intake will take the basic referral information and relay the referral to:

- The ASEC Early Intervention team, if the child is under the age of 3 years.
- The referrals for children over age 3 will be given to the Early Childhood Special Education teacher for the district of residence.

Early Intervention Contacts

The *Help Me Grow* contacts are for the four counties in which the ASEC public school districts are located. The district in which the private or home school child lives determines which person is contacted.

Marshall County
North Valley Public Health
Gail Larson
218-745-5154

Norman County
Norman Mahnomen Public Health
Ann Zidon
218-784-5425

Polk County
Polk County Public Health
Kathy Girdler
218-281-3385

Red Lake County
Red Lake Falls School
Renae Sage
218-2532163

District: East Grand Forks
Street Address: 1420 4th Ave NW
East Grand Forks, MN 56721
Phone: 218-773-0714
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Referral Contact: Dave Pace