

FLORIDA DEPARTMENT OF EDUCATION



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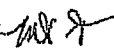
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MEMORANDUM

TO: Exceptional Student Education Directors

FROM: Monica Verra-Tirado, Ed.D., Chief 
Bureau of Exceptional Student Education and Student Services

DATE: June 22, 2012

SUBJECT: Submission of Signature Page for One -Year Extension of the *Exceptional Student Education Policies and Procedures Document (SP&P)*, effective through the 2011-12 school year

Section 1003.57(1)(a)(4), Florida Statutes, requires that district school boards submit to the Florida Department of Education proposed procedures for the provision of special instruction and services for exceptional students once every three years. State Board of Education Rule 6A-6.03411, Florida Administrative Code, requires the submission of this document as a prerequisite to being eligible to receive state or federal funding for special education and related services for exceptional students. This document is intended to provide district and school-based personnel, parents of exceptional students, and other interested persons information regarding the implementation of the State's and school district's policies related to exceptional student education.

The three-year cycle for the SP&P document currently in effect in your school district expires at the end of the 2011-12 school year. Due to anticipated changes resulting from the rule development process and the development of a new web-based SP&P, it has been determined that a one-year extension of the existing document is the most effective way to meet all requirements in a timely manner.

Please complete the enclosed signature page including the signature of your district's superintendent or an authorized representative of your district's governing body or agency.

MONICA VERRA-TIRADO, ED.D., CHIEF
Bureau of Exceptional Education and Student Services

Exceptional Student Education Directors
June 22, 2012
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Please send the completed hardcopy original of the signature page via U.S. mail by **August 1, 2012**, to the following:

Florida Department of Education
Bureau of Exceptional Student Education and Student Services
c/o Vicki Eddy
325 West Gaines Street, Suite 601
Tallahassee, Florida 32399-0400

Thank you for your continued efforts in providing quality services to exceptional students in Florida. If you need further assistance, please contact Patricia Howell, Program Director, Monitoring and Compliance, at (850) 245-0476 or via email at Patricia.Howell@fldoe.org.

Enclosure

cc: Pam Stewart
Mary Jane Tappen
Karen Denbroeder