



**Kenmore-Town of Tonawanda
Union Free School District**

Dept. of Student Services
1500 Colvin Blvd.
Buffalo, NY 14223
Phone: (716) 874-8400
Fax: (716)874-8615

RE: Notification to All Parents Who Place Their Child in Nonpublic Schools:

Must be Received by June 1, 2025

Declaration to Receive or Decline Special Education Services

As a resident of the Kenmore Town of Tonawanda Union Free School District (KenTon UFSD) and/or as a parent who has placed, or is considering placing, your child with a disability or one which is suspected of having a disability in a NonPublic school for which you will be paying tuition, we are bound by law to notify of you of the following:

- The Federal Individuals with Disabilities in Education Act (IDEA) requires us to assume responsibility to provide special education services to children who are enrolled in NonPublic schools that “rest” within the boundaries of our school district. You are receiving this letter because you have a child currently enrolled or slated to be enrolled in one of the NonPublic schools that “rests” within KenTon UFSD boundaries.
- **You must declare in writing by June 1, 2025, and no later, that you wish to accept special education services for your child for the 2025-2026 school year or your child will not receive services.** This deadline will be strictly adhered to. (Note: If your child *is first identified as a student with a disability after June 1 and before April 1 of the current school year*, you may submit your request within 30 days for services, after your child is first identified.)
- If, however, you choose to decline special education services in lieu of accepting services from the Nonpublic School in which you have enrolled your child, you must declare this as well.
- High School students who attend Nonpublic Schools may also participate in the provision of Resource Room Services through the KenTon UFSD, if it is represented on the child’s IEP. Families who wish to participate in this offering (if on the child’s IEP) may do so, but must **also declare this in writing to the KenTon UFSD, no later than June 1, 2025.** This deadline will be strictly adhered to. ***Resource Room is provided via the KenTon UFSD at Kenmore West High School at approximately 7:00 am - 8:00 am, and parents must provide transportation to the location.*** KenTon will provide transportation from the school where Resource Room Services are provided to your child’s NonPublic School. Details regarding Resource Room Services will be provided, following the receipt of the declaration to accept services.

Other important dates and information to remember:

- **Transportation Requests:** If you are requesting to have KenTon UFSD transport your child from home to the NonPublic School where you have enrolled your child, you **must submit this request in writing by April 1, 2025**, preceding the next school year (2025-2026). This deadline will be strictly adhered to.
- **Written Consent to Share Information with the NonPublic Schools:** In order for the KenTon UFSD to share education information about your child with the NonPublic School or the district in which the NonPublic School is located, we must have your written consent.

Enclosed within this letter, you will find the ***Parent NonPublic School Placement Acknowledgement/Consent form - June 1st Notification document***. This document will allow you to place in “writing” your declaration to *accept services* or your decision to *decline services*, as well as the other important pieces such as *Resource Room Acceptance* or *Resource Room Declination* and *Consent to Share Information*. **Please check the appropriate boxes and return to the Office of Student Services/Special Education by June 1, 2025.**

The ***Request for Transportation*** is also included with this letter but **MUST be returned by April 1, 2025, if transportation is being requested.**

Sincerely,

Gretchen A Sukdolak
Interim Director, Special Education//Student Services
Kenmore Town of Tonawanda UFSD



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**Parent NonPublic School Placement Acknowledgement/Consent Form
June 1, 2025 Notification**

For the 2025-2026 School Year, I have elected to place my child in a NonPublic School, at my own expense, as indicated below:

Student Name: _____

Name of NonPublic School: _____

For planning purposes, we require your signature to align with your decisions on the following items listed below. **Please read through them carefully, make the appropriate selections, sign and return to the Office of Student Services no later than June 1, 2025.**

**Declaring Acceptance of or Declining Services in -
Special Education for 2025-2026:**

___ I am **DECLINING services in Special Education** at this time and do not wish to discuss or arrange for these services. I am aware that if I decline services at this, there will be an annual review scheduled for my child in the Spring of 2026 and that this decision in no way relinquishes my child's right to receive a free and appropriate public education in the future. **(Check this box to DECLINE services for the 2025-2026 school year.)**

___ I am **ACCEPTING services in Special Education** at this time for my child, as the NonPublic School where I have enrolled my child is within the boundaries of the KenTon UFSD. I understand that it is the district's discretion that these services may or may not be provided in the NonPublic School. I also give permission for the CSE to exchange all pertinent information including my child's IESP (Individualized Education Services Program) with the above school. I also give consent/permission for the CSE to observe my child at the above school and to request educational records. **(Check this box to ACCEPT services for the 2025-2026 school year.)**

___ If I have enrolled my child in a NonPublic School that is NOT located within the geographic boundaries of this district (KenTon UFSD), I must discuss and arrange for Special Education services with the school district where my child's NonPublic School is located. **I give permission to the CSE in KenTon UFSD to exchange all pertinent educational information including my child's IEP or IESP with the school district in which the NonPublic is located. (Check this box to consent to exchange records between Kenton UFSD and the Home Public School District).**

RESOURCE ROOM

___ I am **DECLINING Resource Room Services through KenTon UFSD for the 2025-2026** school year. (Check this box if you are DECLINING Resource Room).

___ I am **ACCEPTING Resource Room Services through KenTon UFSD for the 2025-2026** school year and know that I must transport my child to Kenmore West for that service, but also know that KenTon UFSD will transport my child to his/her NonPublic School immediately thereafter. (Check this box if you are ACCEPTING Resource Room).

Parent Signature: _____ **Date:** _____

Child' Name: _____



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Transportation Involving Students Parentally Placed in NonPublic Schools

RE: Transportation Information and Deadline for Parentally Placed Students in NonPublic Schools: April 1, 2025

Dear Parents,

If you have placed your child in a NonPublic School for the 2025-2026 school year and wish for your child to receive public transportation to that NonPublic School, your Transportation Requests to and from your child’s home to the NonPublic School in which he or she is enrolled, **MUST** be submitted to KenTon UFSD (the school district where you legally reside), by **April 1, 2025** - which falls in the school year preceding when the transportation is to begin, as per district policy.

Please provide the following:

Child’s Name: _____ Grade in 2025-2026: _____
NonPublic School the Child Will Attend in 2025-2026: _____
Parent Name/Legal Guardian: _____
Address: _____
City, State, Zip: _____
Phone Number: _____
Email Address: _____

*Please check the box below, sign, and return to the Office of Student Services on or before **April 1, 2025**. This deadline will be strictly adhered to.*

___ I have enrolled my child in a NonPublic School for the 2025-2026 school year and am **REQUESTING TRANSPORTATION** for my child to that NonPublic School.

___ I have enrolled my child in a NonPublic School for the 2025-2026 school year but am **DECLINING TRANSPORTATION** for my child to that NonPublic School.

THIS LETTER MUST BE SIGNED, DATED, AND RETURNED TO THE OFFICE OF STUDENT SERVICES & SPECIAL EDUCATION ON OR BEFORE: APRIL 1, 2025.

Parent Signature: _____ Date: _____