

**Annual Public Notice of Special Education Services and Programs, Services for Gifted  
Students, and Services for Protected Handicapped Students**

**(Revised August 2025)**

**Notice to Parents**

According to state and federal special education regulations, annual public notice to parents of children who reside within a school district is required regarding child find responsibilities. School districts (SDs), intermediate units (IUs) and charter schools (CSs) are required to conduct child find activities for children who may be eligible for services via Section 504 of the Rehabilitation Act of 1973. For additional information related to Section 504/Chapter 15 services, the parent may refer to Section 504, Chapter 15, and the Basic Education Circular entitled Implementation of Chapter 15. Also, school districts are required to conduct child find activities, including screening and evaluations, for children who may be eligible for gifted services via 22 PA Code Chapter 16. For additional information regarding gifted services, the parent may refer to 22 PA Code Chapter 16. If a student is both gifted and eligible for Special Education, the procedures in IDEA and Chapter 14 shall take precedence.

This notice shall inform parents throughout the school district, intermediate unit and charter school of the child identification activities and of the procedures followed to ensure confidentiality of information pertaining to students with disabilities or eligible young children. In addition to this public notice, each school district, intermediate unit and charter school shall publish written information in the handbook and on the web site. Children ages three through 21 can be eligible for Special Education programs and services. If parents believe that the child may be eligible for Special Education, the parent should contact the appropriate staff member identified at the end of this public notice.

Children age three through the admission to first grade are also eligible if they have developmental delays and, as a result, need Special Education and related services. Developmental delay is defined as a child who is less than the age of beginners and at least three years of age and is considered to have a developmental delay when one of the following exists: (i) The child's score, on a developmental assessment device, on an assessment instrument which yields a score in months, indicates that the child is delayed by 25% of the child's chronological age in one or more developmental areas. (ii) The child is delayed in one or more of the developmental areas, as documented by test performance of 1.5 standard deviations below the mean on standardized tests. Developmental areas include cognitive, communicative, physical, social/emotional and self-help. For additional information you may contact, Mrs. Corrie Roadarmel, Supervisor of Early Intervention Services, BLAST IU 17.

**Evaluation Process**

Each school district, intermediate unit and charter school has a procedure in place by which parents can request an evaluation. For information about procedures applicable to your child, contact the school, which your child attends. Telephone numbers and addresses can be found at the end of this notice. Parents of preschool age children, age three through five, may request an evaluation in writing by addressing a letter to Mrs. Corrie Roadarmel, Supervisor of Early Intervention Services, BLAST IU 17.

**Consent**

School entities cannot proceed with an evaluation, or with the initial provision of Special Education and related services, without the written consent of the parents. For additional information related to consent, please refer to the Procedural Safeguards Notice which can be found at the PaTTAN website, [www.Pattan.net](http://www.Pattan.net). Once written parental consent is obtained, the district will proceed with the evaluation process. If the parent disagrees with the evaluation, the parent can request an independent education evaluation at public expense.

### **Program Development**

Once the evaluation process is completed, a team of qualified professionals and parents determine whether the child is eligible. If the child is eligible, the individualized education program team meets, develops the program and determines the educational placement. Once the IEP team develops the program and determines the educational placement, school district staff, intermediate unit staff or charter school staff will issue a notice of recommended educational placement/prior written notice. Your written consent is required before initial services can be provided. The parent has the right to revoke consent after initial placement.

### **Confidentiality of Information**

The school districts, intermediate units and charter schools maintain records concerning all children enrolled in the school, including students with disabilities. All records are maintained in the strictest confidentiality. Your consent, or consent of an eligible child who has reached the age of majority under State law, must be obtained before personally identifiable information is released, except as permitted under the Family Education Rights and Privacy Act (FERPA). The age of majority in Pennsylvania is 21. Each participating agency must protect the confidentiality of personally identifiable information at collection, storage, disclosure and destruction stages. One official at each participating agency must assume responsibility for ensuring the confidentiality of any personally identifiable information. Each participating agency must maintain, for public inspection, a current listing of the names and positions of those employees within the agency who have access to personally identifiable information.

In accordance with 34 CFR § 300.624, please be advised of the following retention/destruction schedule for the Pennsylvania Alternate System of Assessment (PASA), Pennsylvania System of School Assessment (PSSA), and Keystone Exam related materials:

- PSSA, Keystone Exam, and PASA test booklets will be destroyed one year after student reports are delivered for the administration associated with the test booklets.
- PSSA and Keystone Exam answer booklets and PASA media recordings will be destroyed three years after completion of the assessment.

For additional information related to student records, the parent can refer to the Family Education Rights and Privacy Act (FERPA).

This notice is only a summary of the Special Education services, evaluation and screening activities, and rights and protections pertaining to children with disabilities, children thought to be disabled and their parents. For more information or to request evaluation or screening of a public or private school child, contact the responsible school entity listed below. For preschool age children, information, screenings

and evaluations requested, may be obtained by contacting the Intermediate Unit. The addresses of these schools are as follows:

<b>INTERMEDIATE UNIT</b>	
BLaST Intermediate Unit 17 2400 Reach Road, PO Box 3609 Williamsport, PA 17701 570-323-8561  BLaST Intermediate Unit 17 33 Springbrook Drive Canton, PA 17724 570-673-6001	

<b>SCHOOL DISTRICT OFFICES</b>	
<b>BRADFORD COUNTY</b>	
Athens Area School District 100 Canal Street Athens, PA 18840 570-888-7766	Canton Area School District 509 East Main Street Canton, PA 17724 570-673-3191
Northeast Bradford School District 526 Panther Lane Rome, PA 18837 570-744-2521	Sayre Area School District 333 West Lockhart Street Sayre, PA 18840 570-888-6121
Towanda Area School District 410 State Street Towanda, PA 18848 570-265-9154	Troy Area School District 68 Fenner Ave Troy, PA 16947 570-297-2750
Wyalusing Area School District 11450 Wyalusing New Albany Rd Wyalusing, PA 18853 570-746-1600	Bradford County Prison 15927 Route 6 Troy, PA 16947 570-297-5047
<b>TIOGA COUNTY</b>	
Northern Tioga School District 110 Ellison Road Elkland, PA 16920 814-258-5642	Southern Tioga School District 310 Morris Street Blossburg, PA 16912 570-638-2183
Wellsboro Area School District 227 Nichols Street Wellsboro, PA 16901 570-724-4424	Tioga County Prison 1768 Shumway Hill Road Wellsboro, PA 16901 570-724-5911
<b>SULLIVAN COUNTY</b>	
Sullivan County School District 777 South Street, PO Box 240 Laporte, PA 18626	

570-946-8200	
<b>LYCOMING COUNTY</b>	
East Lycoming School District 349 West Cemetery Street Hughesville, PA 17737 570-584-2131	Jersey Shore Area School District 175 A&P Drive Jersey Shore, PA 17740 570-398-5250
Loyalsock Township School District 1605 Four Mile Drive Williamsport, PA 17701 570-326-6508	Montgomery Area School District 120 Penn Street Montgomery, PA 17752 570-547-1608
Montoursville Area School District 50 North Arch Street Montoursville, PA 17754 570-368-2491	Muncy School District 206 Sherman Street Muncy, PA 17756 570-546-3125
South Williamsport Area School District Raymond R. Rommelt Building 515 West Central Avenue South Williamsport, PA 17702 570-327-4470	Williamsport Area School District Service Center 2780 West Fourth Street Williamsport, PA 17701 570-327-5000
Lycoming County Prison 277 West Third Street Williamsport, PA 17701 570-326-4623	

The school entity or charter school will not discriminate in employment, educational programs or activities based on race, color, national origin, age, sex, handicap, creed, marital status or because a person is a disabled veteran or a veteran of the Vietnam era. No preschool, elementary or secondary school pupil enrolled in a school district, intermediate unit or charter school program shall be denied equal opportunity to participate in age and program appropriate instruction or activities due to race, color, handicap, creed, national origin, marital status or financial hardship.