

Date: \_\_\_\_\_

Dear Mr. / Mrs. / Ms. \_\_\_\_\_

Your child's 3-year reevaluation is due for review. State and federal laws for special education require a comprehensive reevaluation to be conducted every 3 years in order to review their current educational needs and appropriateness of placement.

Enclosed is the following:

- 1) Your consent is required prior to conducting the reevaluation. Your signature is needed where indicated on the Notice of Reevaluation form. Please sign and return in enclosed envelope.
- 2) A copy of your parental rights.
- 3) A Parent Questionnaire for you to complete and return in the enclosed envelope.
- 4) Please complete and return: \_\_\_\_\_

Please return the forms indicated above at your earliest convenience. If you have any questions or concerns, please contact me at (620)\_\_\_\_\_.

Sincerely,

School Psychologist