



JOY HOFMEISTER  
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION  
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

**MEMORANDUM**

**TO:** Superintendents/Special Education Directors

**FROM:** Todd Loftin, Deputy Superintendent, Special Education Services

**DATE:** February 9, 2021

**SUBJECT:** Parentally-placed Private School Children with Disabilities

To ensure timely and meaningful consultation, a local education agency (LEA) must consult with private school representatives and representatives of parents of parentally-placed, private school children with disabilities during the design and development of special education and related services for those children in accordance with 34 CFR § 300.132.

When timely and meaningful consultation has occurred, the LEA must obtain a written affirmation signed by the representatives of participating private schools as required by 34 CFR § 300.135. As a reminder, **if the representatives do not provide the affirmation within a reasonable period of time, the LEA must forward the documentation of the consultation process to OSDE-SES.**

TL:kh