Date:

Dear Colleague:

As the school year begins, I wish to remind preschools, daycare centers and the Family & Early Childhood/Head Start programs in \_\_\_\_\_County of the Preschool Child Find and Home Resource Program services. Together with you in partnership, we are working to identify two, three and four year old children who are experiencing developmental delays which may interfere with their educational functioning and address these children’s educational needs.

A member of our staff has been assigned as **your program’s *teacher liaison*** for the ***2018-19*** school year. Your teacher liaison, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, will be contacting you to discuss the role our staff plays in the referral of students who may have disabilities. In addition, the **early childhood resource** liaison will share your staff’s participation in the development of goals and objectives for children eligible for special education services and implementation of this individualized program. In addition to service delivery, teachers may observe with parent permission, a pre-referral strategy, and provide suggestions to the staff. This process requires that the child’s parents must first complete the attached permission slip before that observation can take place. Teachers may also provide workshops on a variety of topics (communication, social-emotional development and behavior management) to support your staff in meeting the needs of all children.

Last year, we offered a collaborative meeting with Community Preschool Directors at their local preschool class-based site to provide a broader perspective of service options, Individualized Education Program (IEP) process, and what is the Preschool Home Resource Program and Preschool Class-based Program, the similarities and differences. These directors met some of the staff with whom they would be working this year. This was a very successful meeting. Please let your contact know if this would be of interest to your site.

If you have questions about developmental areas, require resources, or would like to learn more about the services provided by our program, please ask your Early Childhood Resource Program liaison.

We look forward to working with you and your staff during the coming school year. If you have any questions or suggestions regarding the Preschool Child Find/Resource Program, please call your teacher liaison or me at **\_\_\_\_\_\_\_\_\_\_\_.** We are energized to begin a new and exciting school year.

Sincerely,

Sheryl Fahey

Preschool Specialist

Preschool Child Find/Home Resource Program