



Illinois State Board of Education

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MEMORANDUM

March 5, 2007

TO: Superintendents
Special Education Directors

FROM: John Herner, Assistant Superintendent for Special Education (interim)
Elizabeth Hanselman, Division Administrator, Special Education

SUBJECT: *REVISED Part C to Part B Transition

This purpose of this memorandum is to inform you of our new procedures for ensuring a smooth transition for children turning three years old from Part C, Early Intervention (EI) to Part B, Early Childhood Special Education (ECSE).

The Office of Special Education Programs (OSEP) has given the Illinois State Board of Education (ISBE) the goal of 100% compliance on this indicator, Indicator 12 of the State Performance Plan. To assist LEAs with this Indicator, ISBE and the Department of Human Services (DHS) have a data sharing agreement which will enable ISBE to send LEAs a list of children who are in the EI system and who are at least 27 months of age. This information is intended to help LEAs ensure a smooth transition from EI to ECSE and to assist LEAs with planning for potential staff and physical space needs as children exit EI over the course of the school year.

In order to facilitate this process as efficiently as possible, please designate a person who will be responsible for the following tasks pertaining to EI to ECSE transition:

1. Receive the list of children who are in EI and are at least twenty-seven (27) months.
2. Insure that the district is prepared for the child to transition at three (3) years.
3. Attend the transition conference.
4. If child does not transition, follow-up with family and local Child and Family Connections (CFC).

Starting February 1, 2007, districts/cooperatives will be required to return to ISBE a completed copy of the Early Intervention to Early Childhood Special Education Tracking Form for each child referred from EI to ECSE. Please mail or fax the form to Special Education Services. Our fax number is 217.782.0372.

***THIS COPY IS IN ADDITION TO THE COPY YOU WILL CONTINUE TO SEND TO YOUR LOCAL CFC.**

If you have any questions please call Julie Evans, Sally Tudor or Scott Beaver at 217.782.5589 or Pamela Reising-Rechner at 217.524.4835.

