

CHAPTER 4: TRANSITION

REVISION DATES: 07/01/2021, 12/14/2018

EFFECTIVE DATES: 04/01/2022, 07/01/2019

INTENDED USER(S): All ADES/AzEIP personnel, AzEIP Service Providing Agencies including all employees, contractors, subcontractors, and volunteers.

REFERENCES/AUTHORITY: 20 U.S.C. §§1436((d)(8); 1437(9); 34 C.F.R. §§303.209, -.342(d), and (e), -.343(a), -.344(h), and -.401(d) and (e); A.R.S. §41-2022

4.3 PEA Notification

- 4.3.1 PEA notification is the sharing of a child and family's demographic information with the local education agency (LEA) and state education agency (SEA).
- 4.3.2 IDEA, Part C requires that the LEA and SEA are notified when a child is approaching three years of age and is potentially eligible for IDEA, Part B services, unless the parent opts out of that notification.
- 4.3.3 If the parent does not want their child and family's demographic information shared with the PEA and ADE, the parent has the opportunity to opt out of the PEA notification by signing the bottom portion of the PEA Notification/Referral form.
- A. If the parent **does not sign** the bottom of the PEA Notification/Referral form to opt out of PEA notification within the required timeframe, the Service Coordinator and/or AzEIP must send the PEA Notification/Referral form to the PEA and ADE as outlined in Appendix 4: AzEIP Transition Timeline.
- B. If the parent **signs** the bottom of the PEA Notification/Referral form to opt out of PEA notification, no information about the child and family will be disclosed to the PEA or ADE unless the parent provides written consent to do so. The PEA Notification/Referral form will be maintained in the child's record and will not be sent to the PEA or ADE.
- 4.3.4 If the parent does not opt out of PEA notification, the service coordinator must send the PEA Notification/Referral form, which includes the following, to the local school district:
- A. Child's name
- B. Child's date of birth
- C. Parent contact information, including name(s), address(es) and telephone number(s)
- D. Language of the child and language of the home
- E. Service coordinator's name and contact information.
- 4.3.5 The service coordinator ensures the date the PEA Notification is sent to the PEA or the date the parent opts out and the name of the School District is entered in the ADES data system within ten (10) calendar days after the PEA

decision.