PLATTSBURGH CITY SCHOOL DISTRICT Special Education Office 49 Broad Street Plattsburgh, New York 12901



Fortune Ellison Director of Special Education, Chairperson Committee on Special Education & CPSE 518-563-6262 Fax 518-427-4955

To Whom It May Concern:
has registered in the Plattsburgh City School District Special Education Program for the current school year. We would appreciate copies of the student's most current IEP, Psychological testing, Evaluations (Speech, OT, PT), and any other important information that will assist us in placement of this student in the appropriate program.
Thank you for your prompt attention to this matter.
Claudine Selzer-Clark, Director of Special Education, CSE and CPSE Chairperson
Permission is hereby given for the Plattsburgh City School District Special Education Office to obtain the records of:
Name:
Date of Birth:
Signature of Parent/Guardian
Date