



**Virginia M. Barry, Ph.D.**  
Commissioner of Education  
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**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
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Concord, N.H. 03301  
FAX 603-271-1953  
Citizens Services Line 1-800-339-9900**

January 15, 2014

Lauren Morando Rhim  
PO Box 483  
Norwich, VT 05055

Re: Letter dated December 18, 2013

Dear Ms. Rhim:

The NHDOE, Bureau of Special Education received your letter dated December 18, 2013 regarding a possible special education complaint. The documentation that you provided alleges that the Lebanon School District is not providing special education and related services to students enrolled at the Ledyard Charter School.

The Bureau of Special Education is required to review documentation provided from a complainant to consider whether the information provided is a violation of IDEA, New Hampshire Education Laws pertaining to special education or of NH Rules for the Education of Children with Disabilities. In order to proceed, the compliant must include the following information:

1. The name and address of the child.
2. The complainant's address and how to reach the complainant.
3. The name of the school the child is attending.
4. A statement that the school district has violated a federal or state special education law.
5. Facts that will support the allegation(s).
6. An allegation that the violation occurred within one year prior to the compliant being filed.
7. A proposed resolution.
8. The complainant's signature.
9. Proof that a copy of the complaint was sent to the school district at the same time that it was sent to the NHDOE.

When the documentation does not meet each of these criteria, the NHDOE cannot proceed. Additionally, the NH Rules for the Education of Children with Disabilities does not have a provision which allows for reconsideration for documentation that does not meet the standard for a special education complaint.

**TDD Access: Relay NH 711  
EQUAL OPPORTUNITY EMPLOYER- EQUAL EDUCATIONAL OPPORTUNITIES**

Letter dated December 18, 2013

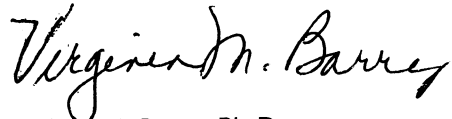
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As a result of this review of the documentation, the NHDOE will not be proceeding forward as a special education complaint.

Thank you for your interest in this matter.

Sincerely,

A handwritten signature in black ink that reads "Virginia M. Barry". The signature is written in a cursive style with a large initial "V".

Virginia M. Barry, Ph.D.  
Commissioner of Education

cc: Dr. Gail Paludi, Superintendent - Lebanon School District  
Helene Anzalone, Director of Special Services - Lebanon School District