



4. On February 18, I sent a letter to the non-public schools, asking them to contact the parents or guardians of any student that had not yet proven residency and urge them to prove residency immediately. This letter is attached as Exhibit A to this declaration.

5. If residency for a student is proven after February 20, 2009, funding for any services required under the child's current Individual Educational Plan will be restored effective that date.

6. If a parent or guardian attempts to prove residency on or prior to February 20, 2009, and the District determines either that the proof presented is insufficient to establish residency or that the child is not in fact a resident, the parent or guardian will have a right to appeal and termination of funding will be stayed pending appeal.

7. If a parent or guardian attempts to prove residency on or after February 20, 2009, and the District determines either that the proof presented is insufficient to establish residency or that the child is not in fact a resident, the parent or guardian will have a right to appeal but, termination of funding will not be stayed pending appeal. If the parent or guardian is successful in their appeal, funding will be restored retroactive to February 20, 2009.

Date:

2/18/09

  
MILO A. HOWARD



## DISTRICT OF COLUMBIA PUBLIC SCHOOLS

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Office of Special Education  
825 North Capitol Street, NE, 6<sup>TH</sup> Floor  
Washington, D.C., 20002-1994  
Phone- (202) 442-4800

February 18, 2009

RE: DCPS Student Residency Verification & Discontinuation of Funding

Dear Non-Public School Administrators,

DCPS Office of Special Education has sent numerous letters and reminders to both non-public school administrators and parents/legal guardians regarding the required residency verification process. Despite these efforts, many students are still missing the necessary proof of residency.

All previous deadlines and extensions have now passed. Although DCPS will continue to accept proof of residency from parents/legal guardians, DCPS will discontinue payment for all non-wards who have not verified residency as of February 20, 2009.

The attached list outlines all students attending your school whose parents have not verified proof of residency. I strongly urge you to inform the parents/legal guardians of students attending your school sites to immediately provide the required proof of residency to the District of Columbia Public Schools – Office of Student Residency. Be reminded that parents/legal guardians must physically come to the DCPS Office of Student Residency, which is located at 825 N. Capitol Street, N.E. on the 7<sup>th</sup> Floor. The point of contact is:

**Ms. Julianne Wade**  
**District of Columbia Public Schools**  
**Office of Student Residency Verification**  
**825 North Capitol Street, NE – 7<sup>th</sup> Floor**  
**Washington, DC 20002**  
**(202) 442-5215**

It is imperative that you immediately contact Mr. Howard at the phone number or email address listed below if you believe a student on this list is a ward of the District of Columbia or if you believe that a student is a District of Columbia resident. After February 20, 2009, DCPS Office of Special Education will cease funding and transportation for all listed students.

Please contact Mr. Howard if you have further questions or concerns. Thank you for your cooperation and assistance.

Sincerely,

Milo A. Howard  
Director Non-Public Transition & Outreach  
(202)270-6182/ Email: milo.howard@k12.dc.us

Dr. Richard Nyankori  
Deputy Chancellor for Special Education