

December 29, 2023

Michelle Reichard-Huff
Chairperson
Local Task Force # 14
1111 Commons Boulevard
Reading, PA 19605-3334

Dear Ms. Reichard-Huff,

This letter is to inform you that the **Reading School District** has been scheduled for special education cyclical monitoring by the Pennsylvania Department of Education, Bureau of Special Education beginning the week of **January 29, 2024**. As part of this process, the Bureau of Special Education affords each local task force the opportunity to submit written information regarding special education issues which they believe should be brought to the attention of the monitoring team. This information should be provided to the monitoring team chairperson, **Lisa Hauswirth**, at lhsuwirth@pa.gov, no later than **January 15, 2024**.

The information you provide will be reviewed and, where appropriate and to the extent possible, be incorporated into the monitoring process. Although the monitoring team would wish to interview all individuals and groups who may desire such a meeting, time constraints prohibit this. However, all written information provided prior to the onsite review will be considered.

Thank you for your cooperation and continued interest in special education.

Sincerely,



Carole L. Clancy, Director

cc: Jennifer Murray, Superintendent/CEO
Shatarupa Podder, Division Chief
Lisa Hauswirth, Chairperson