



# MANHEIM TOWNSHIP SCHOOL DISTRICT

## DISTRICT OFFICE

450A CANDLEWYCK ROAD LANCASTER PA 17601  
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[www.mtwp.net](http://www.mtwp.net)

### **Sent to Parents of Students with IEPs (who aged out at 21) September 18, 2023:**

On August 30, 2023, after business hours, the District received notice from the Pennsylvania Department of Education (PDE), Office of Elementary and Secondary Education, of a significant policy change that impacts all public school districts.

If your child had an IEP when they were enrolled in the District, and either turned 21 during the 2022-2023 school year, or between the end of that school year and the beginning of this school year, 2023-2024. Under this new policy, your child is now eligible to return for a portion of this school year (2023-2024), until the day before your child turns 22 years of age.

Your child's eligibility to re-enroll and return to education in the District continues until the day before their 22nd birthday.

Therefore, your child has the following rights:

1. To re-enroll and receive a Free Appropriate Public Education until your child turns 22 - Should you be interested in re-enrollment, please contact Kelly Gillis, Enrollment Coordinator at 717-735-1379 . Instructions and information are posted on the following page, and can be accessed at <https://www.mtwp.net/about/student-services/student-registration/>

Additional information is posted at [www.education.pa.gov/Documents/IDEAB.pdf](http://www.education.pa.gov/Documents/IDEAB.pdf) and <https://www.education.pa.gov/Pages/IDEABFAQ.aspx>.

2. If you re-enroll your child, the District will do its best to fully implement the services and supports as outlined in the Individualized Education Program (IEP) that was in place before your child exited (and any necessary revisions). Because the District had only one (1) day's notice of this new legal obligation, it is still investigating whether all interested and eligible students are able to return to their prior placement for implementation of their IEP. If your child's prior placement is not available (for example, because classroom occupancy has been reached or a contracted placement is not available), then the District will work quickly to find an alternate option.

**OR**

3. To remain exited/graduated from the District and decline the opportunity for re-enrollment

As you consider these options, please note the following:

1. No child is required to re-enroll. Your child is not required to attend school.
2. If your child has received funding for adult services, you should contact your County agency to determine what impact a return to school-age programming will have on your child's eligibility or continued eligibility for adult services, including Medicaid Waiver services.

This new legal obligation was a complete surprise to all public schools in the Commonwealth. The District is committed to meeting this new obligation and will work with you as you decide what you desire for your child. If you have any questions, please feel free to call or email Amber Mentz, Director of Special Education, at 717-735-1733 or [mentzam@mtwp.net](mailto:mentzam@mtwp.net).

## REGISTRATION FOR NEW STUDENTS

Manheim Township School District uses an online student registration program which allows parents/guardians to input student information from their home, office, public library, or any other web-hosted location.

Please only register if your child is not currently enrolled at Manheim Township School District.

To register your student for school, you must first have a valid e-mail address. If you do not currently have an email address you can [click here](#) to set up a free Gmail account. If you already have an email address you are ready to begin the online registration process.

We are currently processing registrations remotely. You will be required to complete all pages of the registration and upload the following documents in order for the district to complete your student's registration. Instructions on how to scan your documents are included in the registration.

- Valid photo ID of parent/guardian
- Original birth certificate or passport for the student
- Immunization records for the student
- Proof of Residency ([Click here](#) for our Proof of Residency Policy)

Documents not required, but helpful in the registration process:

- Unofficial transcript or a recent report card for students in 7th – 12th grade
- IEP's, 504's, etc.
- Information regarding your student's Keystone testing in Algebra, Literature and Biology and PSSA scores
- If coming from out of state, any recent prior year state assessment documents

The person registering the student must be the student's parent or legal guardian.

If you have any questions you may email the Enrollment Office at [enrollments@mtwp.net](mailto:enrollments@mtwp.net).

District Office: 450A Candlewyck Road, Lancaster, PA 17601

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