



## NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *Superintendent of Public Instruction*

[www.dpi.nc.gov](http://www.dpi.nc.gov)

**DATE:** July 10, 2023

**TO:** Exceptional Children Directors/Preschool Coordinators

**FROM:** Dr. Carol Ann Hudgens, Senior Director *CAH*  
Sherri Vernelson, Section Chief, Sensory Support and Assistive Technology *SDV*

### **2023-2024 Request for Services and Assurances Documents for Children with Hearing or Visual Impairments - Early Learning Sensory Support Program**

The North Carolina Early Learning Sensory Support Program (ELSSP) within the Sensory Support and Assistive Technology Section of the Office of Exceptional Children has updated the Request for Services and Assurance documents for the 2023-2024 school year. Although the ELSSP primarily serves children and families under Part C of IDEA, unique circumstances, such as staffing challenges in rural areas and availability of ELSSP staff, create opportunities to expand services to children with hearing or vision impairments ages three through five under Part B of the IDEA. The goal of expanding ELSSP services, when possible, is to support the Local Education Agency (LEA) in building capacity to serve students beyond age five and potentially reducing the need for costly contracted services.

Two forms are required for the process to begin. The [Request for Services](#) form is required if an LEA desires to make a request for the ELSSP to provide evaluations and/or specially designed instruction for a student with a vision or hearing impairment. The form is attached for your convenience and may also be found on the Office of Exceptional Children website. The request will be reviewed and within 14 days a response will be provided to the LEA. Additionally, the [Assurances](#) document outlines the responsibilities of the ELSSP and LEA once a request for services is accepted. We ask that this accompany the initial Request for Services form so that services can begin as soon as possible once a request is accepted.

For questions or additional information, please contact the appropriate program administrator:

ELSSP – Hearing Impaired [Ruth.anne.everett@dpi.nc.gov](mailto:Ruth.anne.everett@dpi.nc.gov)

ELSSP – Visually Impaired [Bethany.mayo@dpi.nc.gov](mailto:Bethany.mayo@dpi.nc.gov)

C Dr. Derrick Jordan, Deputy Superintendent, Division of Educator & Student Advancement  
Bethany Mayo, ELSSP Program Administrator  
Ruth Anne Everett, ELSSP Program Administrator  
Keashia Walker, Section Chief, Early Childhood Exceptional Children  
Dr. Dawn Meskil, Section Chief, Early Childhood Exceptional Children

Attachments

### **OFFICE OF EXCEPTIONAL CHILDREN**

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AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

6-12-2023