



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

ASSISTANT COMMISSIONER
OFFICE OF VOCATIONAL AND EDUCATIONAL SERVICES FOR INDIVIDUALS WITH DISABILITIES
Room 1624 One Commerce Plaza
Albany, NY 12234
Tel. (518) 473-4818
Fax (518) 402-3534

May 21, 2008

<Name>
<Title>
<School>
<Street Address>
<City, State, Zip>

Dear <Name>:

Your school district and the New York State Education Department (SED) entered into a contract to implement evidence-based transitional services to high school students with disabilities. During the grant period, your school district and the other 59 awardee school districts, will work closely with and provide confidential data to, Cornell University, which has entered into Contract No. C0008824 with SED to provide data, research and evaluation services to SED for this project.

To clarify a concern several awardee school districts have raised, please be advised that Cornell is SED's contracted, authorized representative to receive personally identifiable student data from the awardee school districts and to assist the Department in this State-supported educational grant program, pursuant to the Family Educational Rights and Privacy Act and 34 CFR §99.31(a)(3).

Thank you for your cooperation and participation in this important educational initiative.

Sincerely,

Edward Placke, Ed.D.

c: <Name>

