



JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

Month DD, YYYY

PARENT NAME
ADDRESS

Dear **PARENT**:

This letter is to inform you that your student's confidential file was reviewed during a recent on-site compliance visit made to **DISTRICT** by the Oklahoma State Department of Education (OSDE), Special Education Services (SES).

Should you have questions or would like to provide OSDE-SES with additional information about your student's special education and related services, you may contact me at (405) **XXX-XXXX**.

Sincerely,

NAME
TITLE
Special Education Services
Oklahoma State Department of Education