

Charter School Performance Compact: Special Education Program Policies and Procedures Outline

This document provides a sample outline for creating your school's Special Education Handbook.

Topic Reference: 300- Federal §- State	
300.111 §111	<p>Child Search/ Child Find Activities</p> <ul style="list-style-type: none"> ● Assurances ● Responsibilities of the Child Search Coordinator ● Procedures for Students in School ● Maintaining the SER Database ● Additional Guidance- <ul style="list-style-type: none"> ○ Louisiana's Educational Rights of Children with Disabilities ○ Bulletin 1706, Regulations for Implementation of Children with Exceptionalities Act
300.301-311 §302-308	<p>Initial Evaluations and Reevaluations</p> <ul style="list-style-type: none"> ● Assurances ● School Building Level Committee and the Screening Process ● Procedures for Initial Evaluations ● Procedures for Re-Evaluations, mandated 3 year reevaluations, and waivers ● See Bulletin 1508, The Pupil Appraisal Handbook
300.127 §320-328 D	<p>Individualized Education Program (IEP) Plan</p> <ul style="list-style-type: none"> ● Assurances ● Procedures <ul style="list-style-type: none"> ○ Initial Individualized Education Plan (IEP) <ul style="list-style-type: none"> ■ Timelines ■ IEP Meeting Participants <ul style="list-style-type: none"> ● Parent Participation- Meeting Notice Letter ■ Developing the IEP in web format ■ Submitting IEP to SER ○ Review IEP <ul style="list-style-type: none"> ■ Timelines ■ Preparing for and Conducting the IEP Meeting ■ IEP Meeting Participants <ul style="list-style-type: none"> ● Parent Participation - Meeting Notice Letter ■ Developing the IEP in web format ■ Submitting IEP to SER ○ Interim IEP in conjunction with Initial Evaluation

	<ul style="list-style-type: none"> ○ Additional Guidance-Bulletin 1530, Louisiana IEP Handbook ● Transition Services before age 16 <ul style="list-style-type: none"> ○ Assurances ○ Procedures ○ Forms ○ Age of Majority Letters ○ Summary of Performance ○ Additional Guidance-National Technical Assistance Center on Transition: The Collaborative ● Extended School Year Services (ESYS) ● Progress Reports
300.114-117 §114-117	<p>Least Restrictive Environment and Participation in Regular Education Program</p> <ul style="list-style-type: none"> ● LRE Requirements ● Continuum of Alternative Placement ● Placement ● Nonacademic Settings
300.34 §34	<p>Related and Support Services</p> <ul style="list-style-type: none"> ● Policies and Procedures ● Eligibility Requirements and IEP Decisions
300.124 §124 I	<p>Transition from Part C (0-2) to Preschool</p> <ul style="list-style-type: none"> ● Assurances ● Procedures ● Timelines ● Transition Planning ● Submitting data to SER ● Early Childhood Special Education ● Additional Guidance: Supporting Early Identification and Young Children with Disabilities
300.106 §106	<p>Extended School Year Services (ESYS)</p> <ul style="list-style-type: none"> ● Assurances ● Applying Eligibility Criterion ● Eligibility Determination ● Parent Notification ● Annual State Funding

	<ul style="list-style-type: none"> Bulletin 1706, Regulations for Implementing Children with Exceptionalities Act
<p>300.138</p> <p>§160</p>	<p>Statewide Assessment</p> <ul style="list-style-type: none"> Assurances Accommodations Needed for Assessment LEAP Alternate Assessment Additional Guidance– <ul style="list-style-type: none"> Bulletin 118- Statewide Assessment Standards and Practices pp. 30-58 (Subpart 3) Bulletin 127- LEAP Connect Assessment, Louisiana Connectors for Students with Significant Cognitive Disabilities pp. 59-116 (Subpart 5)
<p>300.323</p> <p>§323</p>	<p>Procedures for Transferring Special Education Students</p> <ul style="list-style-type: none"> Transferring from on LEA to another Transferring from Out of State Releasing Jurisdiction and Transfer of Records SER Database
<p>300.500-520</p> <p>§501-520</p>	<p>Procedural Safeguards</p> <ul style="list-style-type: none"> Assurances Examination of Records Parental Consent Parent Participation Independent Educational Evaluation Prior Notice and Procedural Safeguard (Parent Rights) Complaint Management and Mediation Special Education Due Process Hearings Confidentiality of Personally Identifiable Information Surrogate Parent Transfer of Parental Rights Parent Rights Handbook
<p>300.530-536</p> <p>§530-536</p>	<p>Discipline Procedures for Students with Disabilities</p> <ul style="list-style-type: none"> Additional Guidance- Bulletin 1706, Regulations for Implementing Children with Exceptionalities Act

<p>300.156 and 18.b.</p> <p>§156</p>	<p>Personnel Standards</p> <ul style="list-style-type: none"> ● Assurances ● Procedures for Insuring Certified Staff ● Procedures for Determining Personnel Need and Staff Development ● Additional Guidance- Teacher Certification and Verification
<p>§1101-2001</p>	<p>Services for Students who are Gifted or Talented</p> <ul style="list-style-type: none"> ● Assurances ● Procedures ● Additional Guidance- https://louisianabelieves.com/academics/gifted-and-talented-students
<p>34 CFR Part 104</p>	<p>Section 504 of the Rehabilitation Act of 1973</p> <ul style="list-style-type: none"> ● Eligibility ● Individualized Accommodation Plans ● Statewide Assessment ● Procedural Safeguards <ul style="list-style-type: none"> ○ Discipline Procedures ○ Grievance Procedures ● Coordinator ● Additional Guidance - Section 504 Overview and Individual Accommodations Plan
<p>28 CFR Part 35</p>	<p>The Americans with Disabilities Act – Title II</p> <ul style="list-style-type: none"> ● Assurances ● Grievance Procedures ● Coordinator ● Additional Guidance - ADA Guidance

This informational document is a general guide to inform schools of basic requirements. It is NOT a substitute for federal, state guidelines and/or the appropriate state and local policies. Please visit the websites above for more information or contact the Office of School Choice with questions.