

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

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

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

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

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.