

POLICY

2002

7640

Students

SUBJECT: Student Individualized Education Program (IEP): Development and Provision

The Board of Education directs that the Committee on Special Education (CSE) or Committee on Preschool Special Education (CPSE) shall have prepared a written statement (program) for each child with a disability.

Such an Individualized Educational Program will be developed by the CSE or CPSE upon referral, and reviewed and revised, whichever is appropriate, for every child with a disability at least annually or in the event that the program no longer appears to be appropriate to meet the student's needs and ability level.

The Use of Recording Equipment at IEP Meetings

The Board of Education shall allow recording equipment to be used at meetings regarding individualized education programs (IEP's) for students with disabilities.

Upon request by the parent or guardian prior to the meeting, a written transcript shall be furnished to provide a complete record of the meeting.

Provision of Individualized Education Program

Each regular education teacher, special education teacher, related service provider and other service provider who is responsible for the implementation of a student's Individualized Education Program ("IEP") shall be given a copy of the IEP prior to its implementation. Prior to the implementation of the student's IEP, the student's program manager will inform each teacher, assistant and support staff person of his or her responsibility relating to the implementation of the IEP and the specific accommodations, modifications, and support that must be provided.

The student's IEP shall continue to remain confidential and shall not be re-disclosed to any other person except in accordance with the Family Educational Rights and Privacy Act and the Individuals with Disabilities Education Act.

New York Code of Rules and Regulations(NYCRR)
Section 200.4(c)(f)
Education Law Section 4402(7)(a)(b)(c)
Chapter 408 of the Laws of 2002

Adopted: 08/07/95
Revised: 12/02/02