

From: [Coleman Kathryn - SPSR](#) on behalf of [Coleman Kathryn - SPSR <KatieC@cksd.wednet.edu>](#)
To: [Yellowlees John - SS](#)
Subject: Fwd: Special Education Procedure Revisions
Date: Tuesday, July 29, 2014 1:25:40 PM

Hi there!

A welcome back to school job just for you!

K

Kathryn Coleman
Central Kitsap School District
Director of Special Education
360-662-1040

Begin forwarded message:

From: Kim Bahrenburg <Kim.Bahrenburg@k12.wa.us>
Date: July 29, 2014 at 1:09:38 PM PDT
To: Kim Bahrenburg <Kim.Bahrenburg@k12.wa.us>
Subject: FW: Special Education Procedure Revisions

The following information is being sent to ESD and district business managers, special education directors/coordinators and administrative staff:

The Washington State School Directors' Association (WSSDA) has updated the special education policy and procedures (2161 and 2161P). School districts are required to update their procedures to address changes to:

- Consent for public insurance and benefits;
- Evaluation processes that include moving from Part C to Part B;
- Reevaluation procedures;
- IEP development (to address providing copies of the district's required notification of isolation or restraint and changes to aversive intervention language;
- Information on transfer students;
- Information in the procedural safeguards;
- Appointment of an educational representative;
- Due process hearing procedures; and
- Discipline.

The procedures also contain housekeeping changes which include: child find, parent participation, evaluation requirements, reevaluation and graduation requirements,

private schools, and revocation of consent.

WSSDA's suggested changes to the special education policy 2161 include cross-references to the restraint and isolation laws only. You may obtain the updated policy and procedures through WSSDA.

Districts are required to revise their procedures in response to regulatory changes and provide OSPI with copies of those changes. Once procedures are updated, provide OSPI a copy of the revised procedures and a copy of the updated policy if the district chooses to revise their district policy. **The updated policy and procedures should be sent** to the Superintendent of Public Instruction (OSPI), Special Education Department, P.O. Box 47200, Olympia, WA 98504, Attention: Kathy Cutlip. The District's procedures should be revised and sent to OSPI **by January 30, 2015**.

Please also note, charter schools must have policies and procedures in place by the start of the charter's school year.

If you have questions about the WSSDA policies and procedures please contact Megan Simmons, assistant to Heidi Maynard at: M.Simmons@wssda.org or 360-252-3018.

If you have questions about required changes to procedures or question about this email, please contact Pam McPartland at Pamela.mcpartland@k12.wa.us or 360-725-6075.

Kim Bahrenburg, Secretary Supervisor
Assistant to the Director of Special Education
Office of the Superintendent of Public Instruction (OSPI)
PO Box 47200
Olympia, WA 98504-7200
360-725-6075 (phone)
360-586-0247 (fax)
kim.bahrenburg@k12.wa.us

This message is intended solely for the use of the individual to whom it is addressed, and may contain information that is privileged, confidential, and exempt from disclosure under applicable state and federal laws. If you are not the addressee, or are not authorized to receive for the intended addressee, you are hereby notified that you may not use, copy, distribute or disclose to anyone this message or the information contained herein. If you have received this message in error, immediately advise the sender by reply email and destroy this message.

OSPI provides equal access to all programs and services without discrimination based on sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability. Questions and complaints of alleged discrimination should be directed to: Equity and Civil Rights Director, P.O. Box 47200, Olympia, WA 98504-7200, (360) 725-6162.