

APPENDIX D

§300.226

**INTERMEDIATE UNIT 20:
PARENT INVOLVEMENT**

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The procedures followed by the Colonial Northampton IU and constituent districts to insure meeting the full educational opportunity goal specifically regarding the provision for participation and consultation with parents and guardians of children with disabilities, is accomplished by adherence to the following regulations and standards, as prescribed by the State Board of Education:

1. All communication between this LEA and parents and guardians of a child with disabilities is in English and, if appropriate, in the native language or other mode of communication used by the parent.
2. An annual public notice is issued to create public awareness of the availability of special education and related services. This public notice includes information describing where additional assistance is available upon request by a parent.
3. Parents who suspect that their child is exceptional may request a multidisciplinary evaluation of their child at any time. The request shall be in writing. If a parental request is made orally to LEA personnel, the LEA personnel shall inform the parents that the request shall be made in writing and shall provide the parents with a form for that purpose.
4. Prior to conducting the multidisciplinary evaluation, the LEA shall provide to the parents in writing a notice informing them of their rights regarding evaluation and independent evaluation.
5. The multidisciplinary team shall include the student's parents.
6. The evaluation and reevaluation shall include information from the parents.
7. The parents shall be participants in the development of an Individualized Education Program (IEP) for their student.
8. Multiple attempts are made to gain parent participation in the IEP meeting. The procedures are designed and implemented to ensure that the parents are present at the IEP meeting and include as many of the following as necessary: documented telephone calls, letters, certified letters with return receipts and visits to the home.
9. Alternate methods are used to insure parent participation when the parent cannot attend, such as telephone conferencing.
10. Meetings conducted are at a time and place convenient to the parent and are preceded by a notice providing written explanation of the meetings conduct including purpose, names of the persons expected to attend, the educational rights available to protect the student and parent and that a

determination will be made at the meeting as to whether or not the student is exceptional.

11. Upon completion of an IEP meeting, the parent is given notice of their right to resolve disputes through due process procedures. The notice used for this purpose is that prescribed by the State educational agency.
12. The notice issued as part of #11 above, includes a provision for a parent to request a prehearing conference. If the prehearing is not waived by either party, the prehearing conference will be held in a manner with the purpose of resolving any dispute. A prehearing conference shall not be used to deny or delay a parent's right to due process hearing.
13. A parent may be offered the option of resolving disputes through the Special Education Mediation Services which shall not be used to deny or delay a parent's right to due process hearing.
14. The LEA takes whatever action is necessary to insure that the parent understands the proceedings at a meeting, including arranging for an interpreter for parents who are deaf or whose language is other than English.
15. In order to solicit parent participation in the formulation of full educational opportunity goal statements, the responsibility is shared with the Local Task Force by inviting them to provide input.
16. *Insert any other activities.*