

**VIRGINIA DEPARTMENT OF EDUCATION
DIVISION OF INSTRUCTIONAL SUPPORT SERVICES
OFFICE OF SPECIAL EDUCATION**

Local Special Education Annual Plan and Report
2001-2002

Submitted by:

County/City/Town

Address

Date

Please return the **original and one (1) copy** of the Local Special Education Annual Plans and Reports in _____ School Division or State Operated Program by **June 1, 2001**.

Anthony G. Faina
Department of Education
P. O. Box 2120
Richmond, VA 23218-2120

**VIRGINIA DEPARTMENT OF EDUCATION
OFFICE OF SPECIAL EDUCATION**

PART I

**SPECIAL EDUCATION POLICIES ANNUAL PLAN AND REPORT
ELIGIBILITY FOR PART B OF IDEA**

Submitted by:

County/City/Town

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GENERAL INSTRUCTIONS

All school divisions and state-operated programs in Virginia are required to establish eligibility for funding under the Individuals with Disabilities Education Act. The Federal regulations at CFR 300.220 require that the LEAs in providing for the education of children with disabilities within its jurisdiction, must have in effect policies and procedures that are consistent with state policies and procedures established under 300.121-300.156. The regulations also require that these policies and procedures be on file with the Virginia Department of Education. Please provide the policies and procedures and supporting documentation, i.e. handbooks, forms, etc., for the outline on Page 7.

Policies and procedures should be kept current at all times. Amendments to policies and procedures should be submitted to the Department of Education as they are adopted by the local school board.

Note: Please do not bind any materials.

SPECIAL EDUCATION POLICIES AND PROCEDURES

Submitted herewith are the policies and procedures the Special Education Program in _____ School Division/State Operated Program. The policies and procedures were developed in consultation with the local Special Education Advisory Committee and were approved by the School Board of _____ School Division on _____(Date).

I hereby certify that this agency has developed policies and procedures to ensure compliance with Board of Education regulations.

I further certify that all students, including those who may be placed in regional programs by this agency, are afforded all assurances as delineated in this document.

Part B of the Individuals with Disabilities Education Act as amended by the Individuals with Disabilities Education Amendments 1997

For purposes of implementing provisions of the Individuals with Disabilities Education Act Amendments of 1997, which amend the Individuals with Disabilities Act (the Act), the _____(School Division) assures that throughout the period of the grant award, the _____(School Division) will comply with all the requirements of Parts A and B of the IDEA, as amended by the IDEA Amendments of 1997, including (1) all the policies and procedures that were approved as part of the _____(School Division) approved Annual Plan and Application for Federal Funds under IDEA that are not inconsistent with IDEA as amended by the IDEA Amendments of 1997; and (2) all of the eligibility requirements of Section 1213 of the Act, as amended.

Superintendent Signature

ASSURANCE/POLICY STATEMENTS

The _____ School Division assures that:

- I. A free appropriate public education will be available for each child with disabilities, ages two to 21, inclusive (FAPE).
- II. All Children, ages two to 21, inclusive, residing in the LEA who have disabilities and need special education and related services are identified, located, evaluated and placed in an appropriate educational program (Child Find).
- III. Children with disabilities and their parents or guardians are guaranteed procedural safeguards in the process of identification, evaluation, or educational placement, or the provision of a free appropriate public education (Procedural Safeguards).
- IV. To the maximum extent appropriate, children with disabilities will be educated with children who are nondisabled (LRE).
- V. Confidential records of children with disabilities shall be properly maintained (Confidentiality).
- VI. Testing and evaluative materials used for the purpose of classifying and placing children with disabilities are selected and administered so as not to be racially or culturally discriminatory (Protection in Evaluation Procedures).
- VII. An individualized education program will be maintained for each child with disabilities (IEP).
- VIII. Surrogate parents will be appointed, when appropriate, to act as advocates to serve the education interest of children, age two to 21, inclusive, who are suspected of being or are determined to be disabled (Surrogates).
- IX. A comprehensive system of personnel development, to include the inservice training of general and special education instructional and support personnel, related to the needs of children with disabilities is provided (CSPD).
- X. Program evaluation shall be conducted annually (Program Evaluation).
- XI. There will be on-going parent consultation (Parent Involvement).
- XII. A full educational opportunity goal is provided for all children with disabilities, from birth to age 21, inclusive, including appropriate career education, pre-vocational education, and vocational education (Full Opportunity).
- XIII. Children with disabilities are given the right of participating in the Literacy Testing Program (LTP).

DATE AMENDED	STATE COMPLIANCE CITATION MAY 1, 2001	LEA POLICY OR PROCEDURE DOCUMENT	PAGE NUMBER
	8 VAC 20-80-40 Responsibility of the local school divisions and state operated programs		
	8 VAC 20-80-40 Special education staffing requirements		
	8 VAC 20-80-50 Child find		
	8 VAC 20-80-52 Referral for evaluation		
	8 VAC 20-80-54 Evaluation		
	8 VAC 20-80-56 Eligibility		
	8 VAC 20-80-58 Termination of special education and related services		
	8 VAC 20-80-60 Free appropriate public education		
	8 VAC 20-80-62 Individualized education program		
	8 VAC 20-80-64 Least restrictive environment and placements		
	8 VAC 20-80-65 Placement of children at the Virginia School for the Deaf and the Blind at Staunton or the Virginia School for the Deaf, Blind and Multi-Disabled at Hampton		
	8 VAC 20-80-66 Private school placements		
	8 VAC 20-80-68 Discipline procedures		
	8 VAC 20-80-70 Procedural safeguards		
	8 VAC 20-80-72 Transfer of rights to students who reach the age of majority		
	8 VAC 20-80-74 Mediation		
	8 VAC 20-80-76 Due process hearing		
	8 VAC 20-80-78 Complaint procedures		
	8 VAC 20-80-80 Surrogate parent procedures		
	Management of Student Scholastic Records. Submit a copy of the Local Policies and procedures for the Management of Student Scholastic Records.		
	Full Education Opportunity Goal. Submit a detailed timetable for accomplishing full educational opportunity for all children with disabilities, from birth through age twenty-one (21), including appropriate career education, pre-vocational education, and vocational education. Also provide a description of the kind and number of additional facilities, personnel, and services necessary to meet this goal.		