



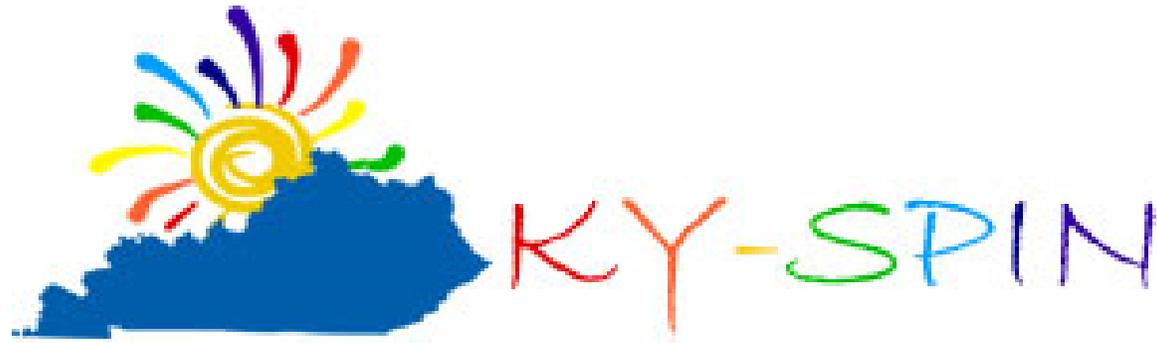
# **Preparing for the Admission and Release Committee (ARC)/ Individualized Education Program (IEP) Meetings Series**

## **Session 1:**

# **The IEP Team: Who's a Member?**

# Kentucky Special Parent Involvement Network (KY-SPIN ) Parent Training & Information (PTI) Center

Funded by the U.S. Dept. of Education under IDEA since 1988 when Kentucky first received a PTI. KY-SPIN Parent Center provides training, information and support for children and youth with all types of disabilities (birth through 26 years old), their parents, families and professionals.



We do NOT:  
Act as Attorneys

We DO:

- ♥ Empower Families to Effectively Advocate for their Children
- ♥ Provide “peer to peer” support to help families access needed information and resources



# Contents of the Series:

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- 1) The IEP Team: Who's a Member?
- 2) Content of the IEP
- 3) Meetings of the IEP Team
- 4) Least Restrictive Environment  
Decision Making

# Words to Know:

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- **Admissions and Release Committee (ARC):** a group of individuals “responsible for developing, reviewing, or revising an Individual Education Program (IEP) for a child with a disability.
- **Prior Written Notice (PWN):** Informs parents of their rights. It is a form that the school must use to tell parents why they’re doing what they’re doing or why they’re not doing what they’re doing—they must tell parents in writing.
- **State Education Agency (SEA):** Kentucky Department of Education (KDE)
- **Local Education Agency (LEA):** a school district



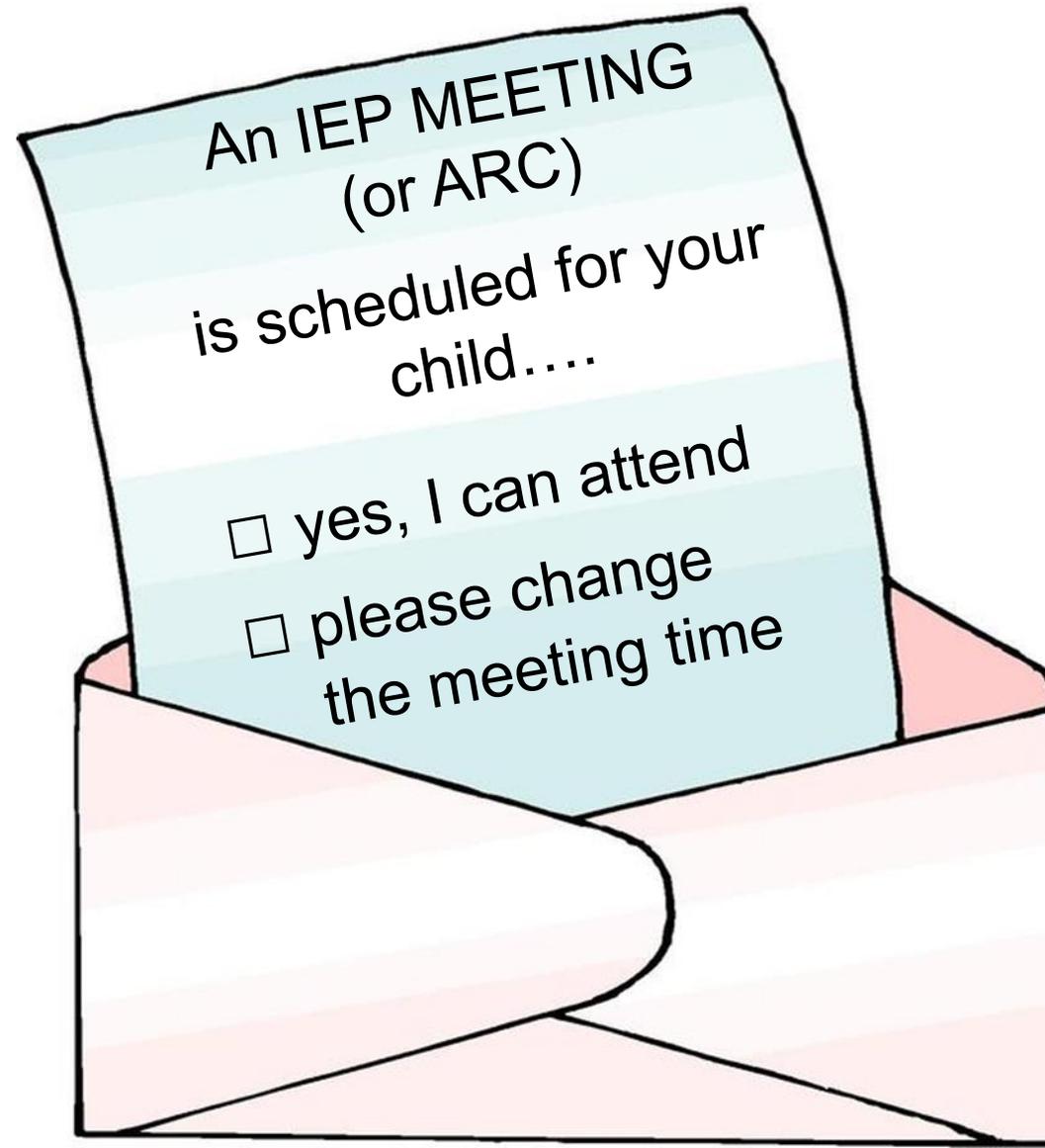
# Who must be included on the IEP Team?

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The child's parent(s) or  
educational representative

# Prior Written Notice



# Who must be included on the IEP Team?

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Not less than 1 of child's special education teachers\*



\* Or, when appropriate, not less than 1 of child's special education providers

# Who must be included on the IEP Team?

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\* If child is, or may be, participating in regular education environment

Not less than 1 of child's regular education teachers\*



# Who must be included on the IEP Team?

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Representative of public agency



Must be:

- Qualified to provide (*or supervise provision of*) specially designed instruction to meet the unique needs of children with disabilities
- Knowledgeable about general education curriculum
- Knowledgeable about availability of resources of public agency

# Who must be included on the IEP Team?

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Individual who can interpret instructional implications of evaluation results



May:

Already be a member of the IEP team for another purpose, but may *not* be the child's parent

# Who must be included on the IEP Team?

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*Others with “knowledge or special expertise” about the child*



This person:

- Attends “at the discretion of the parent or the agency”
- May be a related services provider (*as appropriate*)

# Who must be included on the IEP Team?

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*“Knowledge or special expertise”  
about the child?*



“Knowledge or special expertise” about the child is determined by whoever invites the individual to be part of the IEP Team

# Who must be included on the IEP Team?

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Who's missing from this picture?



Take a Wild Guess!

# Who must be included on the IEP Team?

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*The child with a disability!*



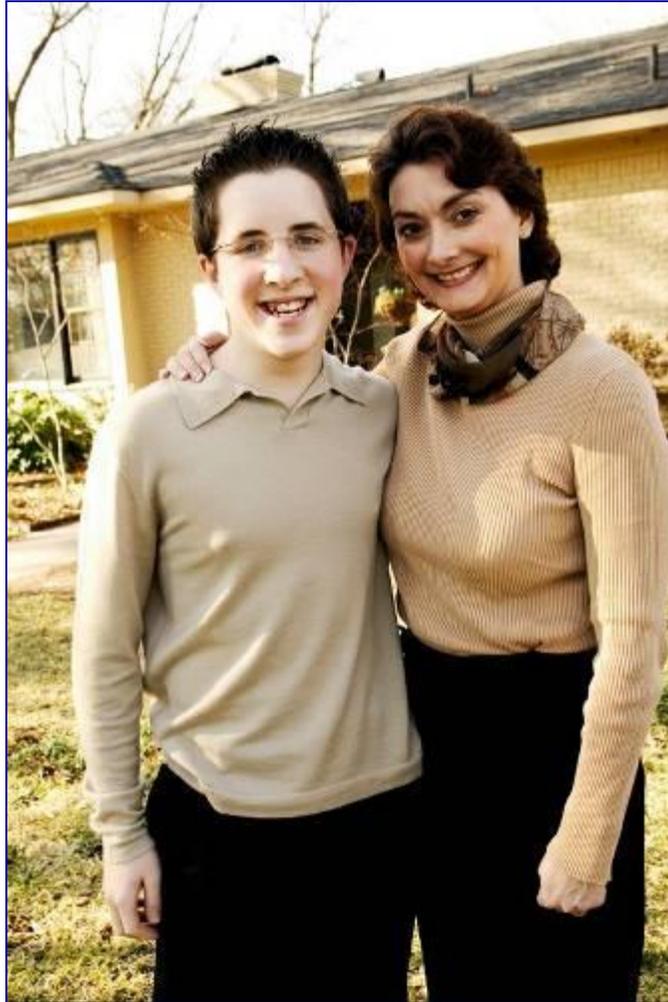
The **focus** of all this discussion and planning!

- *Must* be invited to attend, whenever appropriate
- *Must* be invited to a meeting where postsecondary goals and transition services needed to reach those goals will be considered

# Who must be included on the IEP Team?

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*The child with a disability!*



If child does not attend the meeting, other steps must be taken to ensure that child's preferences and interests are considered

# When we're talking about transition...

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...including  
the  
student...

The regular players...

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Representatives of other agencies  
likely to be responsible for providing  
or paying for transition services\*

\* *Consent Alert! Consent Alert!* →

# When we're talking about transition ...

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*\* Consent Alert! Consent Alert!*

Parental consent is required (or the student's consent, if he or she has reached the age of majority)...

...*before* public agency may invite reps from a participating agency to attend an IEP meeting where postsecondary goals and transition services needed to reach those goals will be considered



# Another Special Transition Time



If parents ask,  
public agency must invite  
Part C service coordinator  
(*or other reps of Part C system*) to initial  
IEP meeting to assist with smooth  
transition in services

When a child previously  
served under Part C...



...moves to Part B

## IEP Team Members

### Questions & Review



- Child
  - Parents or Educational Representative
  - Child's Regular Education teacher
  - Child's Special Education teacher
  - District representative
  - A person to interpret evaluation results
  - Any person with special knowledge or expertise
  - Agency representatives that may be responsible for services
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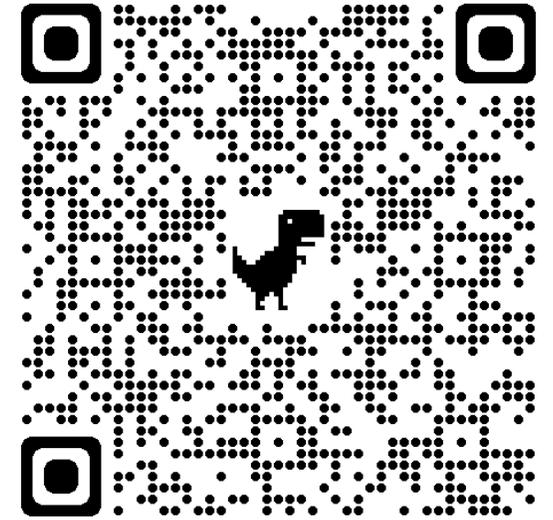
# If you still have questions...

(800) 525-7746  
(502) 937-6894  
KY-SPIN Web Site  
[www.kyspin.com](http://www.kyspin.com)

Information modified from

Center for Parent Information and Resources (CPIR)  
Building the Legacy training curriculum on IDEA 2004

Please complete  
our evaluation



[Evaluation](#)

