

TASB Student Solutions

Special Education Operating Procedures Updates

July 13, 2022

Presented by
Denise Carter, M.Ed. & Mary McFarlin
TASB Student Solutions

This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment of the subject matter nor intended to substitute for the advice of an attorney or other professional advisor. Consult your legal advisors or professional advisors to apply these principles to specific fact situations.

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- Program Review**
- Capacity Building**
 - Professional Development
 - Executive Coaching
- Membership**
 - Operating Procedures
 - Trainings
 - Resources

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- Section 504
- English language learners
- Gifted and talented programs
- School administration/leadership

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Membership Details

- **Includes**
 - **Model Operating Procedures** UPDATED!
 - Special Education
 - Section 504
 - **Trainings** POSTED!
 - **Resources**
- **Annual Renewal**
 - September 1 through August 31
- **Cost**
 - \$750/single district
 - \$500/member district of SSA (if each member joins)
 - \$500/ESC district (when ESC joins for all districts in region)

Additional Operating Procedures Coming Soon
Emergent Bilingual
Gifted and Talented


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How to communicate with us during the webinar today:

Chat feature: Use this section to ask questions that you have, both technical and content-related. At the end of the presentation, time permitting, the presenters will respond to questions.

Downloadable Resources:
<https://app.sharebase.com/#folder/106744?sharepoint=14933W-PWTTCSJw9oaUecSV5-MU18>



Handout: You can access the handout for today's session via the link posted in chat or scan the QR code.
SBEC Certificate: At the end of the presentation a link for the certificate will be posted in chat.



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Meet today's presenters:



Denise Carter
Denise has over 26 years of experience in education serving in a variety of roles in school settings, including Elementary Principal and Director of Special Education. Additionally, she has been both a general and special education teacher and a behavior specialist. Denise understands the unique challenges that all levels of personnel in schools face when determining how to best meet the needs of students with disabilities. She is passionate about assisting in establishing processes, finding solutions that help staff spend more time focusing on students, and enjoys sharing her knowledge and experiences to assist districts across the state.



Mary McFarlin
Mary has over 10 years of experience in public education, primarily in special education. She has worked as a SHARS administrator, special education PEIMS and records management specialist, and assessment assistant. While working in a special education department she coordinated ECI transitions and interviews, assessment scheduling and scoring, and SPP data collection and reporting. Additionally, she assisted with the development of the district's special education operating procedures. she is a certified Texas vision and hearing screener with experience screening students with disabilities ages 2-21. Mary is eager to share her knowledge of special education and administrative organization with TASB members across the state.




Student Solutions

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Objectives

- What are Operating Procedures?
- How are Student Solutions Operating Procedures updated?
- What are the 2022-2023 requirements?
- What are the Student Solutions Operating Procedures changes?
- What should you do next?



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What Are Operating Procedures?

- Operating Procedures document **how** the district is fulfilling federal, state, and local special education policies

- § CFR 300.201

The LEA, in providing for the education of children with disabilities within its jurisdiction, must have in effect policies, procedures, and programs that are consistent with the State policies and procedures established under §§ 300.101 through 300.163, and §§ 300.165 through 300.174.



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How are TASB Student Solutions' Operating Procedures updated?

- Student Solutions created operating procedures in collaboration with special education attorneys from Thompson & Horton LLP
- Legislative changes are reviewed by Student Solutions staff and special education attorneys to ensure changes are documented in the procedures
- Student Solutions staff attends TEA trainings and webinars to remain aware of updated requirements



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How are TASB Student Solutions' Operating Procedures updated?

- TEA templates were reviewed for updates and required components
- New requirements and components were drafted and vetted by special education attorneys




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What are the 2022-2023 requirements?

- Required operating procedures must be uploaded to Legal Framework by August 31, 2022
 - Child Find
 - Evaluation
 - FAPE
- Required components: Procedures, Timeline, Evidence of Practice, and Staff Responsible



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What are the 2022-2023 requirements?

- New naming conventions
Procedures without correct naming will be deleted from Legal Framework according to TEA
- Disabilities, FAPE, LRE, Transition Composites
- New section identified: Virtual Learning Days




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Student Solutions' Operating Procedures Changes

- ALL Child Find, Evaluation, and FAPE procedures reviewed and updated
- Composite groups for Disabilities, FAPE, LRE, and Transition created
- Communications and Virtual Learning Days sections added to LRE Composite




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Student Solutions' Operating Procedures Changes

- 2022-2023 Change Document is available in Student Solutions Online™
- Crosswalk Quick Reference document created to connect TEA requirements with Student Solutions procedures
- Current procedures dated July 7, 2022, uploaded to Student Solutions Online™



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Student Solutions Online™ Review


Student Solutions Membership

- Model Operating Procedures
 - Special Education
 - Section 504
- Trainings
- Resources

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What should you do next?

- New Users:
 - Download and edit updated Operating Procedures
 - Review to ensure what is written reflects your practices
 - Address and remove yellow highlighted prompts
 - Optional: Add specific section for staff responsible
 - Save each file with the required naming convention
 - Upload or link procedures to Legal Framework
 - Optional: Upload additional procedures not identified in the TEA Crosswalk (i.e., #FAPE Amendment Without A Meeting)




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What should you do next?

- Existing Users:
 - Review the 2022-2023 Change Document and adjust current operating procedures accordingly
 - Review to ensure what is written reflects your practices
 - Address and remove yellow highlighted prompts
 - Optional: Add specific section for staff responsible
 - Save each file with the required naming convention
 - Upload or link procedures to Legal Framework
 - Optional: Upload additional procedures not identified in the TEA Crosswalk (i.e., #FAPE Amendment Without A Meeting)



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Celebrate a job well done!





DC

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Questions ?




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Special Education Operating Procedures Updates

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We are ready to work with you to identify your most pressing needs and tailor solutions to address them!

Thank you!



Mary McFarlin
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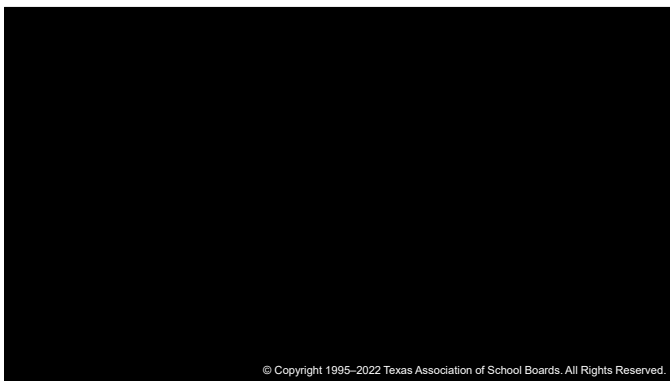


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