



ADMINISTRATIVE POLICY**CODE: IGBAF-AP****TITLE: SPECIAL EDUCATION – INDIVIDUALIZED EDUCATION PROGRAM (IEP)**

An individualized education program (IEP) shall be developed and implemented for each student with disabilities in the district, kindergarten through 21 years of age, including those who attend a public charter school located in the district, are placed in or referred to a private school or facility by the district; or receive related services from the district. The district is responsible for initiating and conducting the meetings to develop, review and revise the IEP of a student with disabilities. The district will ensure that one or both parents/guardians are present at each meeting or are afforded the opportunity to participate and are given a copy of the IEP. A meeting to develop an IEP shall be held within 30 calendar days of a determination that the student needs special education and related services, once every 365 days thereafter and when considering a change in the IEP or placement.

If a student is to be placed or referred to a private school or facility or attends a private or parochial school, the district will ensure that a representative of the private school or facility attends the IEP meeting. If the representative of the private school or facility is unable to attend the IEP meeting, the district shall use other methods to ensure participation including but not limited to, individual or conference telephone calls, or individual meetings.

END OF ADMINISTRATIVE POLICY

REVIEWED: 4/1/08, 9/10/24

APPROVED: 4/8/08, 9/10/24

POLICY / REGULATION CROSS REFERENCE**LEGAL REFERENCE**[ORS 343.068](#)[ORS 343.151](#)[ORS 343.155](#)[ORS 343.321-343.333](#)[OAR 581-015-2000](#)[OAR 581-015-2190](#)[OAR 581-015-2195](#)[OAR 581-015-2200](#)[OAR 581-015-2205](#)[OAR 581-015-2210](#)[OAR 581-015-2215](#)[OAR 581-015-2220](#)[OAR 581-015-2225](#)[OAR 581-015-2229](#)[OAR 581-015-2230](#)[OAR 581-015-2235](#)[OAR 581-015-2055](#)[OAR 581-015-2600](#)[OAR 581-015-2065](#)[OAR 581-015-2265](#)

Assistance to States for the Education of Children with Disabilities, 34 C.F.R. §§ 300.308 - 300.311, 300.342 - 300.348, 300.350, 300.501 (2006).