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The IEP Process Needs You El proceso del IEP lo necesita

February 2023 / Febrero 2023

Division of Special Education
Parent Workshops 2022/2023

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Learning Objectives Objetivos de aprendizaje

Today's presentation will offer strategies for preparing for the IEP team meeting and will provide tips for engagement during and after the IEP team meeting to enhance parental involvement in the development and implementation of the IEP document.

La presentación de hoy ofrecerá estrategias para prepararse para la reunión del equipo del IEP y proporcionará consejos para la participación durante y después de la reunión del equipo del IEP para mejorar la participación de los padres en el desarrollo e implementación del documento del IEP.



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Inclusion Activity

Actividad de inclusión



We invite you to take a poll to help us learn a bit more about you and your experience.

1. Locate the Poll that will appear on your screen.
2. If you are able to, please answer the 3 questions.

Lo invitamos a realizar una encuesta para ayudarnos a conocer un poco más sobre usted y su experiencia.

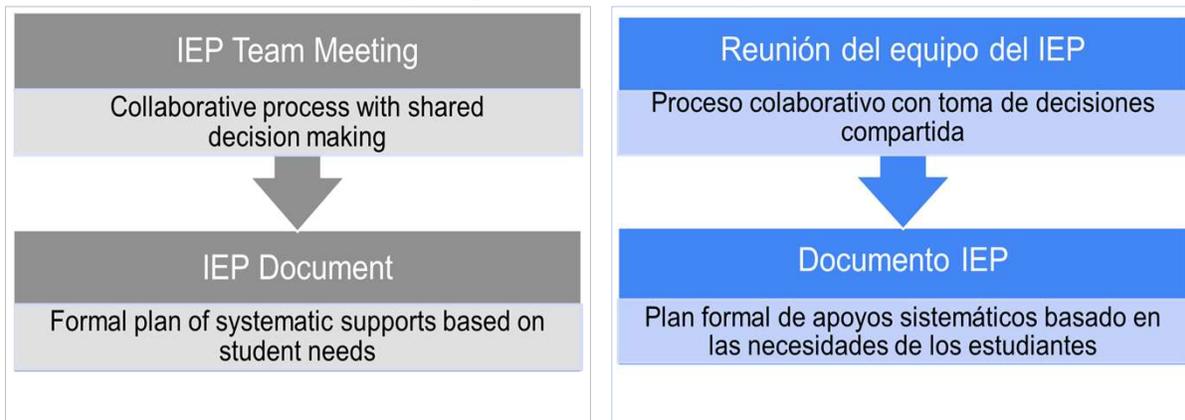
1. Busque la opción Encuesta en su pantalla.
2. Si puede, responda las 3 preguntas.



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IEP Team Meeting and IEP Document

Reunion del equipo del IEP y Documento IEP



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Parent's Right to Participate Derecho de los padres a participar

- By law, parents/guardians have a right to participate in meetings about their child's education
- Parents are equal partners in the IEP team meeting
 - In-person, telephonically, virtually
 - Interpretation services may be requested
- Por ley, los padres / tutores tienen derecho a participar en reuniones sobre la educación de sus hijos.
- Los padres son socios iguales en la reunión del equipo del IEP
 - En persona, telefónicamente, virtualmente
 - Se pueden solicitar servicios de interpretación

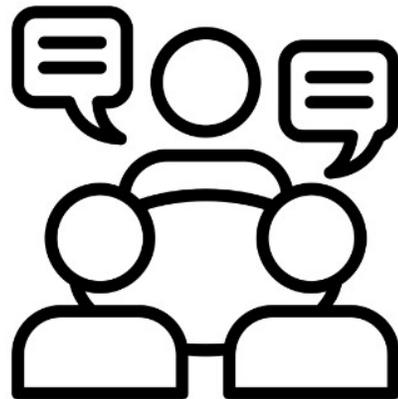


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Parent's Right to Participate Derecho de los padres a participar

- Parent/guardian may request an IEP team meeting at any time
- If requested, an IEP team meeting will be held within thirty (30) days of the request.

El padre/tutor puede solicitar una reunión del equipo del IEP en cualquier momento. Si se solicita, se llevará a cabo una reunión del equipo del IEP dentro de los treinta (30) días posteriores a la solicitud.



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Parent Participation at IEP Team Meetings

Participación de los padres en reuniones del equipo del IEP



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Before the IEP Team Meeting

Antes de la reunión del equipo del IEP



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Respond to Prior Written Notice

Responder a la notificación previa por escrito

- Review and return the IEP team meeting invitation
 - Indicate if you need accommodations to participate in the meeting
 - Complete parent questionnaires that may have been sent
- Revise y devuelva la invitación a la reunión del equipo del IEP
 - Indique si necesita adaptaciones para participar en la reunión
 - Complete los cuestionarios para padres que sean enviados

Notification to Participate in an IEP Meeting Page 1 of 2

LOS ANGELES UNIFIED SCHOOL DISTRICT

NOTIFICATION TO PARTICIPATE IN AN INDIVIDUALIZED EDUCATION PROGRAM (IEP) MEETING
You are invited to attend and participate in a meeting of an Individualized Education Program (IEP) team meeting.

Name: **SAMPLE SAMPLE** Birthdate: **23-JAN-2018** ID: **HAMASAKI 1** Grade: **8th**

Time of Meeting: _____ Title: _____ Location of Meeting: _____

TYPE OF MEETING: Chairperson Chairperson of IEP Draft Other _____

PURPOSE OF MEETING: (check all that apply)

Determine eligibility (based on disability and need) for special education services Facilitate Early Start Transition

Develop, review and/or revise an Individualized Education Program (IEP) Facilitate Preschool Transition

Conduct a three-year review of the IEP Develop, review and/or revise Individual Transition Plan (ITP) and post-secondary goals

Change in Placement Conduct Equiplus Analysis

Other _____

INDIVIDUALS INVITED TO PARTICIPATE (check all that apply)

Parent Psychologist Designated Instructional and Services (DIS) representative(s)

Student Nurse/Doctor (Specify the service(s)) _____

Administrator/Designer Interpreter Agency (specify) _____

Special Education Teacher Non-student Other (specify) _____

General Education Teacher Transition Teacher

PARENT RESPONSE SECTION (You cannot attend the meeting; a copy of the Individualized Education Program (IEP) will be provided for your review and signature; a team member will contact you to review the IEP with you)

Please Check One Box

I intend to be there; however, you may proceed without me if I am unable to attend.

I am not able to attend the meeting. Please forward a copy of the IEP for my review and signature.

I intend to be there, however, if I am unable to attend, please contact me to reschedule or discuss the meeting by telephone conference.

The above meeting date and time is not convenient for me. Please contact me to reschedule.

Check as appropriate

I will bring the following representative(s) to the meeting: Name/Title: _____

I have special needs and request the following accommodations: _____

I need an interpreter. I understand one will be provided free of charge. (Specify language, including sign language) _____

I wish to have the IEP team consider independent educational evaluation reports previously used to be submitted prior to the IEP meeting from the following parent(s):

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

SIGN AND RETURN THIS FORM AS SOON AS POSSIBLE. KEEP THE "PARENT COPY" FOR YOUR RECORDS.

Signature of Parent/Guardian on behalf of over all with educational rights: _____ Please Print Name: _____

Address: Street _____ City _____ State _____ Zip _____ Phone: _____

Street your questions to: J. Lila Moran _____

LAUSD CENTRAL OFFICE _____



Prepare for the IEP Team Meeting

Prepárese para la reunión del equipo del IEP



- Review recent information about your child's progress
 - Report Cards; Progress Reports; Test Results; Assessment Reports; and Recent Work Samples
- Utilize the Parent Portal to access some of your child's records.
- Revise la información reciente sobre el progreso de su hijo
 - Las boletas de calificaciones; Reporte de progreso; resultados de la prueba; Informes de evaluación, y muestras de trabajos recientes.
- Utilice el Portal para padres para acceder a algunos de los registros de su hijo.



Prepare for the IEP Team Meeting Prepárese para la reunión del equipo del IEP

- Talk to your child about their needs to get their input . **Your child may participate in their IEP team meeting.** What might that look like?
 - Depends on their age
 - Students in middle and high school are always invited to participate



- Hable con su hijo sobre sus necesidades para obtener su opinión. **Su hijo puede participar en la reunión del equipo del IEP.** ¿Cómo podría ser eso?
 - Depende de su edad
 - Los estudiantes de secundaria y preparatoria siempre están invitados a participar

This Photo by Unknown Author is licensed under CC BY

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Prepare for the IEP Team Meeting Prepárese para la reunión del equipo del IEP

- Share any outside reports
- Prepare questions and communicate with the administrator in advance should there be concerns you'd like addressed.

- Comparta cualquier informe externo
- Prepare preguntas y comuníquese con el administrador con anticipación si hay inquietudes que le gustaría abordar.



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<https://parentportalapp.lausd.net/parentaccess/>



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<https://parentportalapp.lausd.net/parentaccess/>



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Parent Portal Portal para padres

My Students

Click on the name of each student to view their personalized information and resources

[Add student](#)

Student Name	LAUSD Student ID	CA State Student ID	School	Grade	Enrollment Status	Remove	Verified	Documents	Device or Hotspot	Online Program
[Student Name]	[ID]	[ID]	[School]	K	Y	Remove	Y	View/Upload	Request	Interest Form

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 Website Accessibility for Users with Disabilities | 333 South, Beaudry Avenue, Los Angeles, CA 90017 | Nondiscrimination Policy | Disclaimer | v22.1.0
 Contact Us

- Scroll toward the bottom of the page when you complete your login.
- Then, locate your child's name and click on it.

- Desplácese hacia la parte inferior de la página cuando complete su inicio de sesión.
- Luego, busque el nombre de su hijo y haga clic en él.



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Parent Portal Portal para padres

The grid contains the following icons and labels:

- Attendance
- Grades & Assignments
- English Learner Progress
- Health and Wellness
- Student Discipline
- Student Testing
- Special Education Services (highlighted with a pink box)
- Online Forms & Applications
- Emergency Card Information
- Transportation and Bus Routes
- Progress Reports
- Gifted/Talented Programs
- Schoology
- Daily Pass
- Online Library

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Parent Portal **Portal para padres**



Special Education Services

After clicking on the Orange icon, you'll be directed to the Special Education landing page. This page contains a short Q & A section and 4 very important icons.

Después de hacer clic en el ícono naranja, será dirigido a la página de inicio de educación especial. Esta página tiene una breve sección de preguntas y respuestas y 4 íconos muy importantes.

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Parent Portal **Portal para padres**



[Enroll for Extended School Year\(ESY\)](#)



[View the Current Individualized Education Program\(IEP\)](#)



[Student Quarterly Service Report \(YTD\)](#)



[Student Quarterly Absence Details Report \(YTD\)](#)

1. Enroll for Extended School Year (ESY)
2. View the current IEP
3. Student Quarterly Service Report
4. Student Quarterly Absence Details Report

1. Inscribir para el Año Escolar Extendido (ESY)
2. Ver el IEP actual de su estudiante
3. Informe de servicio trimestral del estudiante
4. Informe trimestral de detalles de ausencia del estudiante

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Individualized Education Program (IEP) 1 / 25 100%

Los Angeles Unified School District INDIVIDUALIZED EDUCATION PROGRAM (IEP) Page 1 of 21

Student Identification Number [redacted] SSID [redacted] Eligible (SLJ)

Student Last [redacted] First [redacted] MI [redacted] Date of Birth: [redacted]

Section A: Meeting Information

Pertinent Dates

Date of Initial IEP Team Meeting 15-MAY-2019
 Date of Present Meeting 23-MAR-2021
 Annual Review to be conducted by 23-MAR-2022
 Next Three Year Review will be conducted by 22-MAR-2024
 Three Year Review or Evaluation was conducted on 23-MAR-2021
 Transition to Kindergarten to be conducted by [redacted]

Type of Meeting

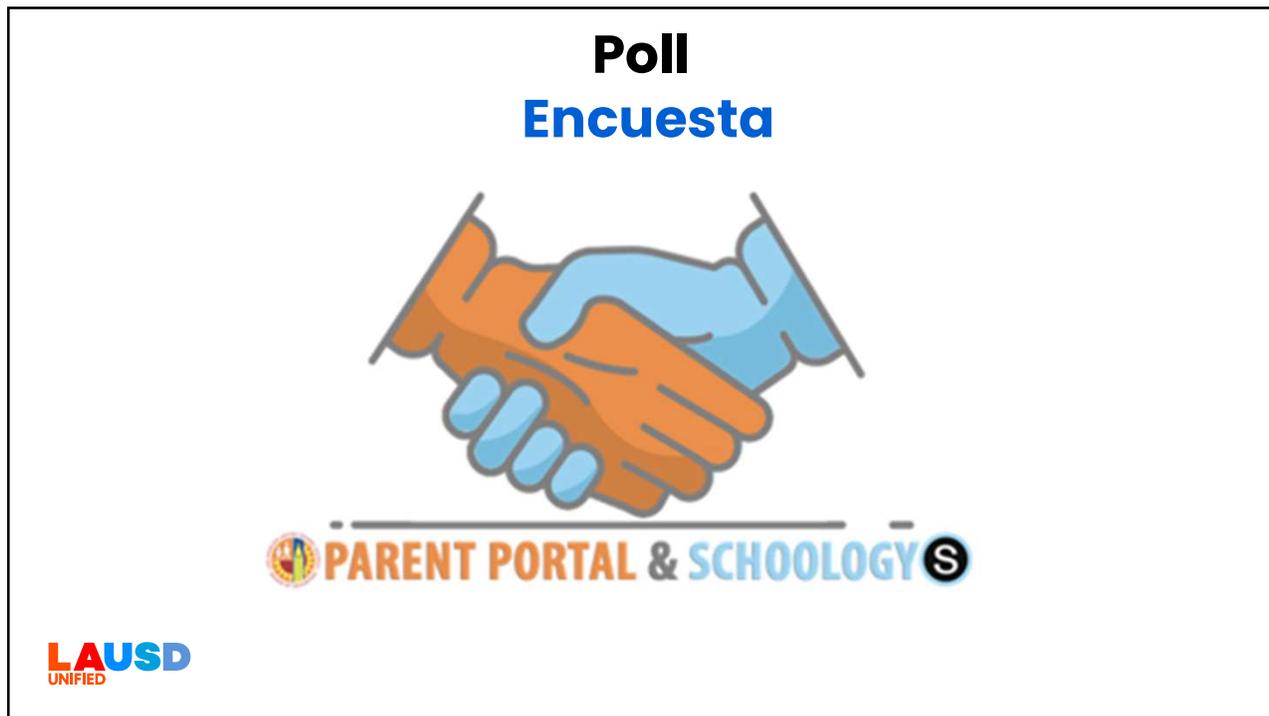
Initial Amendment of IEP dated [redacted]
 Annual Review Early Start Transition
 Three Year Review Expulsion Analysis
 Other Individual Transition Plan

Location of Meeting [redacted] District Name Los Angeles Unified School District

Section B: Student Information

Date of Birth [redacted] Age 5 Grade -1
 Gender Male Female Limited English Proficient Student Yes No Ethnic Code White
 Location of the Psych Folder [redacted] Student has no Psych Folder
 Location of the Cum Folder [redacted] Student has no Cum Folder
 Home Language English Student Language English Alternate Mode of Communication [redacted]
 Home Address of Student [redacted]
 City [redacted] CA ZIP Code [redacted]
 Home Telephone [redacted] Daytime Telephone [redacted] Emergency Telephone [redacted]
 School of Attendance [redacted] Location Code [redacted]
 School of Residence [redacted] Location Code [redacted]
 Name of Parent/Guardian [redacted] Telephone [redacted]
 Address [redacted]
 City [redacted] CA ZIP Code [redacted]
 Surrogate Parent [redacted] Telephone [redacted]

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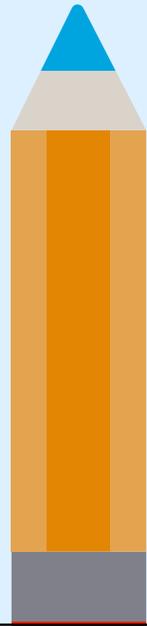


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Questions from the Q&A

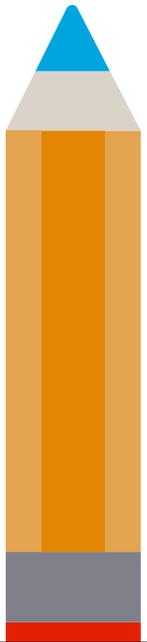
Preguntas de Q&A

(Q&A = preguntas y respuestas)



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During the IEP Team Meeting Durante la reunión del equipo del IEP



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Required IEP Team Members

Miembros requeridos del equipo del IEP

- Parent/Guardian
- School Administrator
- Special Education Teacher
- General Education Teacher
- Qualified District Staff, as applicable

When appropriate, the following people may also attend the IEP team meeting:

- Student ^{KJO}
- Agency Representatives
- Oral Interpreter

- Padre/Tutor
- Administrador de la escuela
- Profesor de educación especial
- Profesor de educación general
- Personal Calificado del Distrito

Cuando corresponda, las siguientes personas también pueden asistir a la reunión del equipo del IEP:

- Estudiante
- Representantes de agencias
- Intérprete Oral



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Student Participation at IEP Team Meetings

Participación del estudiante en la reunión del equipo del IEP



Students are encouraged to participate at their IEP team meeting.

Se anima a los estudiantes a participar en la reunión del equipo del IEP.



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Student Participation at IEP Team Meetings Participación del estudiante en la reunión del equipo del IEP

"Students ... who understand and **participate in the development of their IEP** have **better academic and transition** outcomes. In addition, students with disabilities who have learned self-determination skills experience **better post-school employment outcomes, a higher quality of life, and greater independence.**"

(Shogren, Wehmeyer, Palmer, Rifenbark, & Little, 2015)

Los estudiantes ... que entienden y **participan en el desarrollo de su IEP** tienen **mejores resultados académicos y de transición.**

Además, los estudiantes con discapacidades que han aprendido habilidades de autodeterminación experimentan **mejores resultados de empleo después de la escuela, una mejor calidad de vida y una mayor independencia.**"

(Shogren, Wehmeyer, Palmer, Rifenbark, & Little, 2015)



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IEP Development Desarrollo del IEP

- Present Levels of Performance
- Eligibility
- Recommended/Established Goals & Objectives
- Supports & Services
- Placement and Consideration of the Least Restrictive Environment
- Offer of Free Appropriate Public Education (FAPE)

- Niveles Actuales de Desempeño
- Elegibilidad
- Metas y objetivos recomendados/ establecidos
- Apoyos y servicios
- Ubicación y consideración del entorno menos restrictivo
- Oferta de Educación Pública Adecuada Gratuita (FAPE)



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Performance & Goals

Desempeño y metas

Los Angeles Unified School District
 Student: Last, First, MI, Date of Birth, Meeting Date

Section E: Present Level of Performance

Performance Area: Reading
 Category: Reading
 Assessment-Monitoring Process Used: Star Renaissance Diagnostic/Teacher Observation/Student Work Samples
 State/District Assessment Results:

Current Performance/Assessment Summary (include student strengths, student needs and impact of disability on student performance):

Strengths / Fortalezas académicas
 Needs / Necesidades académicas
 Impact of Disability / Impacto de la discapacidad

Los Angeles Unified School District
 Student: Last, First, MI, Date of Birth, Meeting Date

Section G: Annual Goals and Objectives

Performance Area: Reading
 Category: Reading
 Annual Goal #: 1

Progress on annual goals to be reported to parents by completing the "IEP Report of Progress and Achievement from Current IEP" form(s) which will be provided at either Progress Report or Report Card periods.

Methods of Evaluation

State Assessments
 Observation
 Other

Norm Referenced
 Portfolio

Criterion Referenced
 Work Samples

Curriculum Based
 Informal



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Free and Appropriate Public Education (FAPE) IEP Page

Educación Pública Gratuita y Apropiada (FAPE) Página del IEP

Los Angeles Unified School District
 IEP FAPE Part 1 - Eligibility, Placements and Supports

Student: G, Date of Birth: AUG, Meeting Date: 29-APR-2015

	Effective With this IEP	Future Changes Related to this IEP
As of Date:	14-MAY-2015	
Eligibility: (from Page 4)	Eligible (SLD)	
Curriculum	General Education	
Placement	Type of School	District Resident School
	Name of School	SHERIDAN ST EL
Instructional Setting	Setting	Special Education
	Program	SLD
	Special Day Minutes/Wk	950
Addresses Goals	1(ELD),2(Articulation),2(READING),3(WRITING),4(MATHEMATIC)	



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FAPE Summary of Services IEP Page

Página del IEP del Resumen de Servicios de FAPE

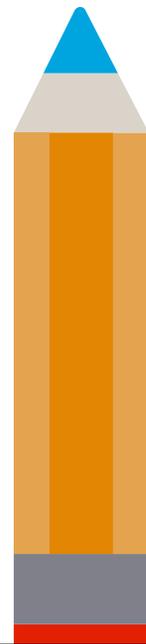
Los Angeles Unified School District		INDIVIDUALIZED EDUCATION PROGRAM (IEP)	
Student		IEP FAPE Part 2 - Summary of Services	
Last	SAMPLE	First	MI
		Date of Birth	
		22-AUG-2014	
Service 1		Start Date:	Effective With This IEP
10		End Date:	Effective on Signature Date
Language/Speech		Service applies to:	04-OCT-2018
This service addresses the following goals:		Frequency:	Regular
(language)		Interval:	1-5
		Minutes Interval:	Weekly
		Minutes Interval (Pullout from Gen Ed):	30
		Service Delivery Model:	Direct Service (By a Single Provider)*
		Area:	Sc
		Responsible Personnel:	Licensed Credentialed Provider



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The End of the IEP Team Meeting

El final de la reunión del equipo del IEP

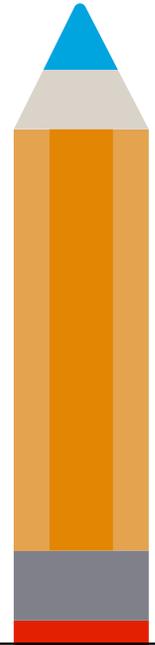


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The End of the IEP Team Meeting

El final de la reunión del equipo del IEP

- If you agree with the proposed IEP, you may sign the consent page, immediately after the conclusion of the meeting.
 - Alternatively, you may take a copy of the proposed IEP home for further review. Then complete and return the consent page as soon as possible.
-
- Si está de acuerdo con el IEP propuesto, puede firmar la página de consentimiento, inmediatamente después de la conclusión de la reunión.
 - Alternativamente, puede llevar una copia del IEP propuesto a casa para una revisión adicional. Luego complete y devuelva la página de consentimiento lo antes posible.



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Section Q: Parent Participation and Consent of the IEP

Sección Q: Participación de los padres y consentimiento del IEP

Parent/Student (18-21) Agreement to Components of the Proposed IEP

A Parent/Student (18-21) may agree to all or some of the components of a proposed IEP. The District will implement those portions of the IEP to which the parent/student (18-21) agrees so as to not delay providing instruction and services.

Parent/Student (18-21) **AGREES** to all components of the IEP.

Parent/Student (18-21) **AGREES** to all components of the proposed IEP **WITH THE SPECIFIC EXCEPTION(S)** stated below:

<input type="checkbox"/> Assessment	Specify	
<input type="checkbox"/> Eligibility	Specify	
<input type="checkbox"/> Instructional Setting	Specify	
<input type="checkbox"/> Services	Specify	

The Parent/Student (18-21) **DOES NOT AGREE** with any of the components of the proposed IEP.



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Section Q: Parent Participation and Consent of the IEP

Sección Q: Participación de los padres y consentimiento del IEP

Parent Concerns and Comments

Signature(s) Date

Parent
 Guardian
 Student age 18-21 years age 18-21 years
 Surrogate Parent
 Emancipated Minor
 Foster Parent

Did the school district facilitate parent involvement as a means of improving services and results for your child? Yes No No Response

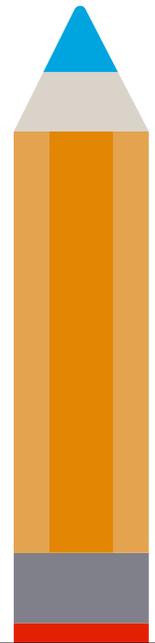
I certify that I have received a copy of the Parent Input Survey regarding the IEP process. I understand that my completion of the form is voluntary and can be done at anytime after the IEP meeting

Signature(s) Date



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After the IEP Team Meeting Después de reunión del equipo del IEP



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After the IEP Team Meeting Después de reunión del equipo del IEP

The School will...

- Implement the entire IEP (or parts consented to)
- Distribute IEP document
- Complete follow up Actions
- Progress monitor and provide goal progress reports
- Review the IEP yearly

La escuela va ha:

- Implementar todo el IEP (o partes consentidas)
- Distribuir el documento del IEP
- Tomar acciones de seguimiento
- Supervisar el progreso y proporcionar informes de progreso
- Revisar el IEP anualmente



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After the IEP Team Meeting Después de reunión del equipo del IEP

It is recommended that a parent/guardian:

- Share a copy of the IEP
- Maintain a copy of the IEP
- Have ongoing communication with school team
- Pursue Dispute Resolution options if in disagreement with proposed IEP such as:
 - Alternate Dispute Resolution (ADR)
 - Informal Dispute Resolution (IDR)
 - Mediation Only
 - Due Process Proceedings

Se recomienda que un padre/tutor:

- Comparta una copia del IEP
- Mantener una copia del IEP
- Tener comunicación continua con el equipo de la escuela
- Buscar opciones de resolución de disputas si no está de acuerdo con el IEP propuesto tal como:
 - Resolución alternativa de disputas (ADR)
 - Resolución informal de disputas (IDR)
 - Sólo mediación
 - Procedimientos de Debido Proceso



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Summary of Learning Objectives Resumen de los objetivos de aprendizaje

Today's presentation offered strategies for preparing for the IEP team meeting and provided tips for engagement during and after the IEP team meeting to enhance parental involvement in the development and implementation of the IEP document.

La presentación de hoy ofreció estrategias para prepararse para la reunión del equipo del IEP y proporcionó consejos para la participación durante y después de la reunión del equipo del IEP para mejorar la participación de los padres en el desarrollo e implementación del documento del IEP.



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Always remember your child ...
Recuerde siempre que su hijo ...

has an
tiene un



Involved involucrado y

Empowered empoderado

Parent padre



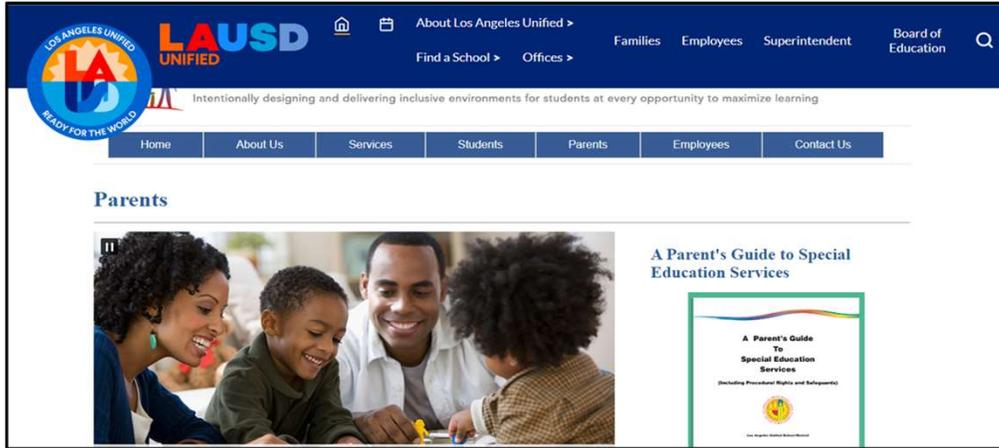
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Resources
Recursos



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Division of Special Education Resources Recursos de la División de Educación Especial



<https://achieve.lausd.net/sped>

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Division of Special Education Resources Recursos de la División de Educación Especial

<https://achieve.lausd.net/spedcontactus>

Los Angeles Unified School District
"Every School, Every Child"

Division of Special Education

**Division of Special Education
SCHOOL AND FAMILY
SUPPORT SERVICES (SFSS)**

Contact Information:
TELEPHONE: (213) 241-6701
FAX: (877) 339-2684

School and Family Support Services

(213) 241-6701

Email: spedfss@lausd.net

Monday to Friday
7:00 a.m. – 5:00 p.m.

Servicios de Apoyo Escolar y Familiar

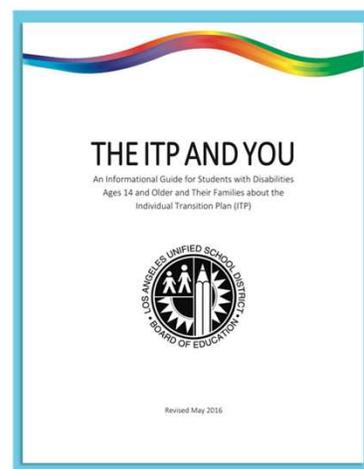
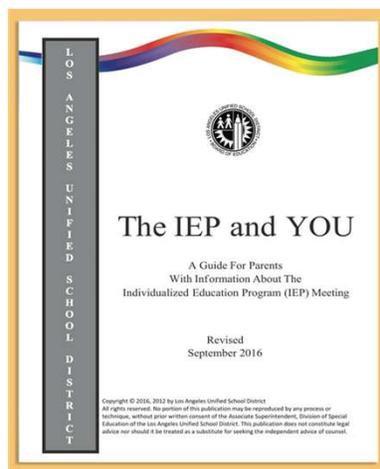
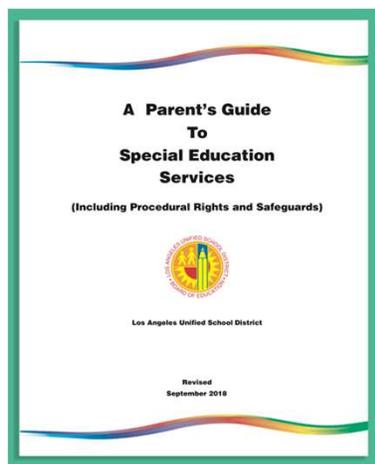
(213) 241-6701

Correo Electrónico:
spedfss@lausd.net

lunes a viernes
7:00 a.m. – 5:00 p.m.

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Publications Publicaciones



<https://achieve.lausd.net/spedBrochures>

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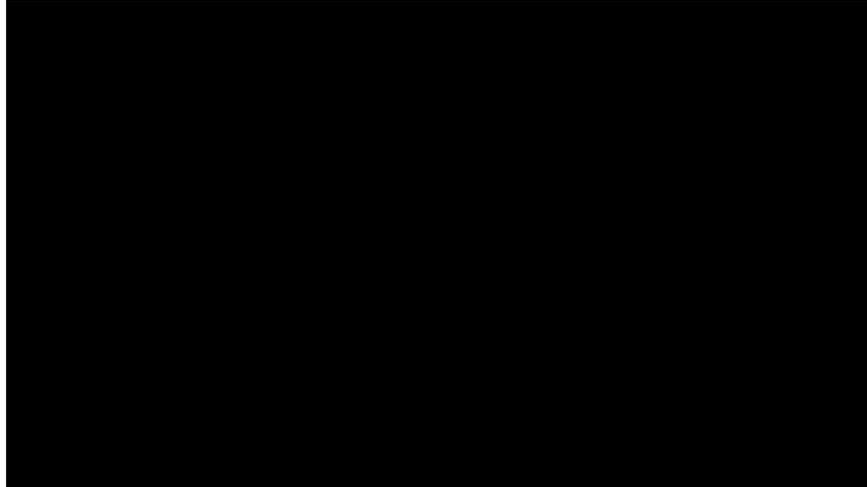
Community Advisory Committee (CAC) Comité Asesor Comunitario (CAC)

<https://achieve.lausd.net/Page/10285>



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Community Advisory Committee (CAC) Comité Asesor Comunitario (CAC)



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Webinar Series Serie de webinarios

MARCH

Parent's Guide to Understanding
Related Services

Monday 03/06/23, 9:00 -10:00 a.m.
Wednesday 03/08/23, 6:00 - 7:00 p.m.

MARZO

Guía Para Padres Para Comprender Los
Servicios de Educación Especial

Lunes 03/06/23, 9:00 -10:00 a.m.
Miércoles 03/08/23, 6:00 - 7:00 p.m.

APRIL

Effective Collaboration and Communication
Between Families and Schools

Monday 04/10/23, 9:00 -10:00 a.m.
Wednesday 04/12/23, 6:00 - 7:00 p.m.

ABRIL

Colaboración Y Comunicación Efectiva Entre
Familias Y Escuelas

Lunes 04/10/23, 9:00 -10:00 a.m.
Miércoles 04/12/23, 6:00 - 7:00 p.m.



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Evaluation

Evaluación

<https://bit.ly/DSE-PARENTWORKSHOPS22-23>

Please complete the evaluation for this presentation and provide us with feedback at <https://bit.ly/DSE-PARENTWORKSHOPS22-23>
We look forward to our continued collaboration!

Complete la evaluación de esta presentación y envíenos sus comentarios en <https://bit.ly/DSE-PARENTWORKSHOPS22-23>
¡Esperamos poder seguir colaborando con usted!



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