

# COMMISSION ON SPECIAL EDUCATION ACCESS AND EQUITY

## MEETING 1: PROCEDURAL SAFEGUARDS

### PROPOSED RECOMMENDATIONS

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1. Jurisdictions will utilize a variety of methods to share procedural safeguards with families/parents/guardian and students including:
  - Video presentation
  - 1 to 1 meeting/presentation
  - Summaries of procedural safeguards document
  - Check list
  - Reference sheet of procedural safeguards (“Cheat Sheet”).
2. A local school system representative will meet/speak individually with family/parent/guardian and students (as appropriate) to determine their preferred method of communicating/sharing procedural safeguards and information will be shared in the preferred manner.
3. Professional development for school system personnel will include the recognition of the differentiation needed when providing training to personnel for sharing procedural safeguards and the variety of communication methods that can be utilized to meet the individual needs of families, parents/guardians and students (as appropriate).
4. Local school systems will adopt practices that will ensure the ability of school system personnel to accurately explain the procedural safeguards.
5. The State Education Agency (SEA) and the local education agency (LEA) will mandate professional development for school based staff, IEP team members, school based and central office administrators designed to ensure

the understanding, implementation, and explanation of the procedural safeguards using a variety of presentation methods.

6. Professional development opportunities will be jointly provided for school system personnel and families/parents/guardians and students (as appropriate).