

FLORIDA DEPARTMENT OF EDUCATION



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MEMORANDUM

TO: Exceptional Student Education Directors

FROM: Bambi J. Lockman, Chief
Bureau of Exceptional Education and Student Services

DATE: July 31, 2008

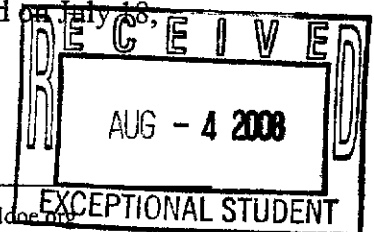
SUBJECT: Submission of *Policies and Procedures for the Provision of Specially Designed Instruction and Related Services for Exceptional Students (SP&P)* Documents for the 2008-2009 School Year

Section 1003.57(1)(d), Florida Statutes (F.S.), requires that district school boards submit to the Department of Education (DOE) proposed procedures for the provision of special instruction and services for exceptional students once every three years. Rule 6A-6.03411, Florida Administrative Code (FAC.), requires the approval of this document by the Department as a prerequisite for districts' use of weighted cost factors under the Florida Education Finance Program (FEFP). This document also serves as the basis for the identification, evaluation, eligibility determination, and placement of students in special programs for exceptional students, and is a component of your district's application for supplemental student funds available under the Individuals with Disabilities Education Act (IDEA).

On October 13, 2006, the final federal regulations implementing the 2004 amendments to IDEA became effective. In compliance with these regulations, DOE began revising State Board of Education (SBE) rules applicable to the education of students with disabilities. The first six new and/or revised rules were approved by the SBE in December 2006, and subsequently adopted. The second nine new and/or revised rules were approved by the SBE on June 17, 2008; final adoption of these rules is on hold pending a response to a request for information from the Joint Administrative Procedures Committee (JAPC) and a response to a challenge filed on July 28, 2008. Until such time as the rules are adopted, the current rules remain in effect.

BAMBI J. LOCKMAN
Chief

Bureau of Exceptional Education and Student Services



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As a result, your district's current *Policies and Procedures for the Provision of Specially Designed Instruction and Related Services for Exceptional Students (SP&P)*, as amended, remains in effect. It is anticipated that districts will be required to begin the revision and approval process to update their SP&P documents starting in September.

In the interim, documentation of school board approval for an extension of the current document is required. A copy of the 2008-09 signature page for the SP&P document is included with this memorandum. Upon receipt from your office of a new signature page, this memorandum serves to extend the amended 2004-05 through 2006-07 SP&P document until such time as a new SP&P is developed and approved.

Please submit a hard copy of the signature page by September 15, 2008, to:

Kim C. Komisar, Administrator
Program Administration and Quality Assurance
Bureau of Exceptional Education and Student Services
Florida Department of Education
325 West Gaines Street, Suite 614
Tallahassee, Florida 32399
(850) 245-0476

We recognize this extension requires School Board action; if you are unable to meet the submission deadline, please contact us with the projected completion date.

Thank you for your continued efforts in providing quality services to exceptional students in Florida. If you need further assistance, please contact Annette Oliver, Program Specialist, at (850) 245-0476 or via e-mail at annette.oliver@fldoe.org.

BJL/ao

Attachment

cc: District Superintendents
Directors of University Laboratory Schools
Blake Heidelberg
Daniel Hutto
District Directors of Student Services
Directors of FDLRS Associate Centers
State Advisory Committee-Exceptional Student Education
Frances Haithcock
Mary Jane Tappen

SIGNATURE PAGE

School district:

Administrator of Exceptional Student Education:

This document, as amended for 2007-08, is effective through 2008-09

CERTIFICATION OF APPROVAL

I, _____, do hereby certify that each of the statements below are true:

Signature of Superintendent of School District
or Authorized Representative of Governing
Body or Agency

Date of
Board Approval

SPECIAL PROGRAMS AND PROCEDURES

This document, the Policies and Procedures for the Provision of Specially Designed Instruction and Related Services for Exceptional Students, was approved by the governing body for submission to the Florida Department of Education on the date indicated.

The contents of this document, which include information preprinted by the Florida Department of Education, have not been altered in any way.

The school district shall implement the requirements of all statutes or State Board of Education rules affecting programs for exceptional students during the effective dates of this document.

The school district shall implement the requirements of the Individuals with Disabilities Education Act of 2004 (P.L. 108-447) and its implementing regulations in Title 34 of the Code of Federal Regulations.

SCHOOL DISTRICT POLICIES AND PROCEDURES

Any district produced policy and procedures documents which meet the following criteria have been submitted to the Florida Department of Education with the Policies and Procedures for the Provision of Specially Designed Instruction and Related Services document for Review. Such documents:

- supplement information contained in the school district's Policies and Procedures for the Provision of Specially Designed Instruction and Related Services for Exceptional Students document;
- address school district exceptional education procedures or policies; and,
- are adopted by the school board as school district policy.