

Russellville Independent School District
Special Education Procedures Proposed Revisions
Board of Education Meeting
July 16, 2024

History: When the Individuals with Disabilities Act was revised by Congress in 2004, state departments of education then developed state regulations to address changes. The Kentucky Special Education Procedures were adopted in 2008, at which time, school district Boards of Education approved the adoption of local procedures. KSBA provided model procedures to school districts and all but 13 districts in the state adopted the model procedures. RISD was one of 13 districts that worked together to create procedures common to those districts.

Current Proposal: In reviewing the existing procedures in use in RISD since 2008 and comparing them to the model procedures used elsewhere, it is my opinion that the model procedures are more concise, more clear, and easier to understand. I would recommend adoption of the model procedures by the RISD Board of Education with the revisions outlined below:

2024 Revisions: On pages 37 and 44, suggested revisions are highlighted in green. These revisions have been suggested by consulting special education attorney, Teresa Combs. This is the rationale she has provided:

“I recently assisted a district with a KDE Agency Complaint. One of the parent allegations was that he did not get a copy of the Conference Summary before he left the meeting. It was almost 6 p.m. when the meeting was finished, the computer malfunctioned, and the Conference Summary was sent the next day. The District's Special Education Procedures provided that parents who attended the meeting would receive a copy of the Conference Summary (which most districts use as their prior written notice document) at the end of the meeting. This is language that was in my model procedures and had been in such procedures for many years. However, things are more complicated these days. KDE found a technical violation and suggested the district should put language in its procedures to account for emergency situations.”

The current RISD procedures state that the Conference Summary and other documents will be provided to the parent at the close of the meeting.

I propose the following amended language, after consultation with Teresa Combs:

The RISD Representative shall give notice of proposed or refused action to the parents after the meeting via the meeting Conference Summary within two (2) school days after the meeting. The proposed action may be implemented once the parents receive the prior written notice, if no due process hearing has been requested challenging the proposed or refused action.