

## **IEP IMPLEMENTATION**

Once an individualized education program (“IEP”) has been drafted and consented to, the Sacramento City Unified School District (“District”) is required to implement the IEP with all required components, including timely provision of supplementary aids and services, and ensure accessibility. (34 C.F.R. § 300.323(c).)

### **Timeliness**

The District must ensure that “as soon as possible” following the development of an IEP, that the offered and consented to special education and related services are made available to the student in accordance with their IEP. (34 C.F.R. § 300.323(c)(2).) Note: the District cannot provide any special education or related services unless and until it has received parental consent. (*Id.*) Additionally, for students with IEPs within its jurisdiction, the District is required to have an IEP in effect at the beginning of each school year. (34 C.F.R. § 300.323(a).)

### **Accessibility**

A student’s IEP must be accessible to each general education teacher, special education teacher, related services provider, as well as any other service provider who may be responsible for its implementation. (34 C.F.R. § 300.323(d)(1).) This includes ensuring the necessary staff have access to, and have been trained on, the District’s electronic Special Education Information System (“SEIS”).

In addition to access, each teacher and provider must also be informed as to their specific responsibilities in terms of implementation.

Finally, the District must provide a copy of the student’s IEP to parents at no cost for their review. (34 C.F.R. § 300.322(f).)

### **Staff Responsibilities**

As set forth above, the District must ensure that each general education teacher, special education teacher, related services provider, and any other service provider responsible for the implementation of a student’s IEP is informed of their specific responsibilities. (34 C.F.R. §300.323(d)(2).) This also includes being informed of the specific accommodations, modifications, and supports that are required to be provided to the student in accordance with their IEP. (*Id.*) This requirement also extends to substitute teachers as well.

Accordingly, every individual involved in providing services to the student should know and understand their responsibilities in implementing the IEP.