

INTERIM PLACEMENT

Whenever the District receives a new transfer special education student from a different special education local plan area (SELPA), the District shall:

- Request records from the previous local educational agency (LEA) or private school.
- If the previous LEA did not use the Special Education Information System (SEIS), manually enter student information to create a new student record in SEIS. The previous IEP should be scanned and uploaded as an attachment in SEIS.
- Complete the “Interim Placement Form” (located in the SEIS Document Library) and give it to parent(s)/guardian(s). Obtain parent/guardian signature.
- The special education services will begin on the first day of attendance. The District will provide the student with a free appropriate public education (FAPE), including services comparable to those described in the previously approved Individualized Education Program (IEP).
- An Interim IEP¹ meeting is held within 30 days of the student’s first day of instruction to review the placement/offer of FAPE (including a review of goals, accommodations, modifications, services, and educational environment, etc.).
- Prior to the Interim IEP meeting, the District will determine if any additional assessments are required in order to determine the student’s educational needs and make program recommendations. If additional assessments are required, an assessment plan will be developed, and parent/guardian signature must be obtained before assessments may begin.
- Current information, records, and reports from the prior LEA will be reviewed and utilized to develop a draft Interim IEP in preparation for this meeting.
- At the Interim IEP meeting, the District will adopt the previously approved IEP or develop and implement a new IEP based on updated assessment results (if available) and/or a review of records.

¹ The Interim IEP may also be referred to as the 30-day IEP meeting.