



Section B - Standard 4

Individual Education Plans (IEP)

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What is the process for establishing an IEP?

- the school's ongoing assessment indicates the student requires accommodation (changes to instruction, environment or evaluation practices from what is available to most students; curriculum is unchanged) and/or modifications (changes in number or complexity of grade level curriculum expectations, or modified expectations above or below current grade level);
- the school has already provided remediation and other strategies widely available, as per the *Supporting Students Checklist – Learning for All* (see Standard 14 appendix);
- there is an in-school conference to discuss the student's strengths, needs, programming with the parent/ guardian, and community agencies (as appropriate);
- a draft IEP is developed for consultation with the parent/guardian; and
- ongoing consultation for any significant changes.

NOTE: In KPRDSB, students may have an IEP developed without being formally identified as exceptional by an Identification, Placement and Review Committee.

How is the Board implementing the Ministry of Education Standards for IEPs?

As part of the department's 2024-2025 professional development goal to improve IEPs, there will again be internal IEP reviews/audits and professional development focussing on:

- Accommodated IEPs
- Alternative IEPs
- IPRCs and Annual Reviews
- Environmental set up of classrooms and alternative spaces
- Role of coaching in the SERT role
- IEP Pathway
- IEP: learning expectations, teaching strategies and assessment methods

The Special Education Department has also created resources to support IEP creation, as follows:

- *Steps in the IEP Process*
- *IEP Writer Promote IEPs*
- *Elementary IEP Pathway*
- *Secondary IEP Pathway*
- *Elementary—IEP—Content Tables*
- *Page 4 Guide—Modified Below Grade Level*
- *Page 4 Resources for Teachers—Alternative Skills*
- *A Guide to Assessed Needs*
- *Implementing the IEP in the Classroom*
- *Discontinuing an IEP*
- *IEP Checklist for Administrators*

These resources were developed collaboratively between central Special Education Services staff, such as Speech and Psychology professionals, Board Certified Behaviour Analysts, Instructional Leadership Consultants and System Principals; and school staff, such as Principals, Special Education Resource

Teachers and Education Workers. In addition, the following KPRDSB Departments are consulted in resource development:

- Teaching and Learning
- Equity, Diversity and Inclusion
- Indigenous Education
- Safe and Caring Schools

What is the process for dispute resolution where parents and board staff disagree on significant aspects of the IEP?

Even though parents/guardians and students 16+ will be consulted, a student's individual education program (IEP) is ultimately the responsibility of the school Principal to implement. There may be occasions wherein there is a dispute regarding the IEP. In this instance, parent(s)/ guardian(s)/students 16+ may request a meeting at the school. This meeting may include the following participants:

- principal/vice principal
- classroom/subject teacher(s)
- Special Education Resource Teacher(s)
- parent/guardian/student 16+

At this meeting, an overview of the student's IEP, including the student's assessed strengths, assessed needs, teaching strategies, accommodations and/or modifications, and possibly alternative goals being suggested, are reviewed.

If the concerns are not resolved as a result of this meeting, then school staff or parent(s)/ guardian(s)/student 16+ may request a Case Conference meeting. In addition to the participants listed previously, the following may participate in the Case Conference:

- Special Education Consultants, also known as Instructional Leadership Consultants (ILCs)
- Psychological Services staff
- Speech-Language Services staff
- Attendance and Counselling Services (Mental Health Clinicians) staff
- Board Certified Behaviour Analysts (BCBAs)
- Itinerant Teachers of Deaf/Hard of Hearing or Blind/Low-vision
- Behaviour Support Assistants/Child and Youth Workers
- System Principal of Special Education

Should the issues not be resolved as a result of the Case Conference and further facilitation be required, the Superintendent of Education may be contacted through the Education Centre.