

Special Education – School districts are required by section 115.77(1)(h) of the state statutes to demonstrate to the satisfaction of DPI that it regularly publicizes information regarding its special education procedures and services. School districts are also required to:

- At least annually, inform parents and persons required to make referrals under section 115.777(1)(a) of the state statutes (i.e., physicians, nurses, social workers, administrators of social service agencies) about the district's referral and evaluation procedures. This notice is required by section 115.777(3)(d) of the state statutes.

- Once a year, give to the parents of a student with a disability a full explanation of the procedural safeguards available under section 115.792(3) of the state statutes and under applicable federal law relating to all of the following:

- independent educational evaluation;
- prior written notice;
- parental consent;
- access to educational records;
- opportunity to present and resolve complaints, including the period in which the student's parents may request a due process hearing and the opportunity for the district to resolve the issues presented by the request;
- the student's placement during pendency of due process proceedings;
- procedures for students who are subject to placement in interim alternative educational settings;
- requirements for the unilateral placement by parents of students in private schools at public expense;
- mediation;
- due process hearings under section 115.80;
- civil actions, including the period in which to file a civil action; and
- attorney fees.

The notice described above must be written in an easily understandable manner and in the native language of the student's parents unless it clearly is not feasible to do so. This notice must also be given to the parents of a student with a disability upon the student's initial referral or parental request for evaluation, upon the first occurrence of the filing of a request for a due process hearing, and upon request by the student's parent.