

Common Acronyms

ADHD	Attention Deficit Hyperactivity Disorder
AIS	Academic Intervention Services
APE	Adapted Physical Education
BIP	Behavioral Intervention Plan
BOCES	Board of Cooperative Educational Services
ESY	Extended School Year
FAPE	Free Appropriate Public Education
FBA	Functional Behavioral Assessment
IDEA	Individuals with Disabilities Education Act
IEP	Individualized Education Program
IESP	Individualized Education Service Plan
LRE	Least Restrictive Environment
OT	Occupational Therapy
PLEP	Present Levels of educational Performance
PT	Physical Therapy
ST	Speech therapy
SWD	Student with a Disability
TBI	Traumatic Brain Injury

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Additional information concerning special education services, procedures and regulations can be found at:

www.ktufsd.org

Departments ➔ Special Education

www.nysed.gov

Program Offices ➔ P-12 Education ➔ Special Education



KENMORE - TOWN OF TONAWANDA
UNION FREE SCHOOL DISTRICT

A PARENT'S GUIDE TO SPECIAL EDUCATION

Special Education Department

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Frequently Asked Questions

What should you do if you feel your child has a disability?

If your school-age child is having difficulties in school, first talk to his or her teacher.

Schools offer supports for students within regular education such as psychological services, curriculum and instructional modifications, and Academic Intervention Services. If you, the teacher and principal have not been able to help your child, your child may have a disability which affects his or her learning.

To determine if your child has a disability, you can make a referral to the **Committee on Special Education (CSE)**. Contact the Director of Special Education for guidance on the referral process.

What is special education?

Special education means specially designed individualized or group instruction or special services or programs to meet the unique needs of students with disabilities. Special education services and programs are provided at no cost to the parent.

In order to be eligible, a child must have a disability that affects his or her ability to learn.

Students, ages 5-21, who are identified as having a disability, may have autism, deafness, deaf-blindness, emotional disturbance, hearing impairment, learning disability, intellectual disability, multiple disabilities, orthopedic impairment, other health impairment, speech or language impairment, traumatic brain injury, or visual impairment (including blindness).

What are the steps in the Special Education Process?

1) Initial Referral for Special Education Services: Students suspected of having a disability are referred to a multidisciplinary team called the Committee on Special Education or the Committee on Preschool Special Education.

2) Individual Evaluation Process: The Committee arranges for an evaluation of the student's abilities and needs.

3) Determining Eligibility for Special Education Services: Based on evaluation results, the Committee decides if the student is eligible to receive special education services and programs.

4) Individualized Education Program (IEP): If the child is eligible to receive special education services, the Committee develops and implements an appropriate IEP, based on evaluation results, to meet the needs of the student. Based on the IEP, the Committee must determine the student's placement, ensuring that services are provided in the least restrictive environment (LRE).

5) Annual Review/Reevaluation: The IEP is reviewed and, if needed, modified or revised by the Committee at least once a year (annual review). The student has a reevaluation at least once every three years to review the student's need for special education programs and services and to revise the IEP, as appropriate.

The process occurs sequentially with each step, building on the previous one. In this way, comprehensive information about the student is obtained and considered. Timelines are in place so that delays are avoided. Parents are an integral part of this process, and your involvement is needed.

What is an Individualized Education Plan?

If your child is eligible for special education services and/or programs, the Committee must meet to develop a plan to meet your child's unique needs. This plan is called an Individualized Education Program (IEP).

The IEP evolves from a discussion that begins with how your child is doing in school (current level of functioning). From that base, the Committee agrees on the goals your child should be working toward. The Committee then discusses the supports, services and modifications that the child needs to reach those goals. Finally, the Committee determines where those special education services will be provided (location and placement). The location where services will be provided and the student's placement must be in the least restrictive environment.

What resources are available for parents?

A Parent's Guide to Special Education provides information for parents, guardians and other family members about laws, regulations and policies affecting special education programs and services and can be found at the following link:
www.p12.nysed.gov/specialed/parentpubs.htm

Parent Network of WNY is a not-for-profit agency that provides education and resources for families of individuals with special needs (birth through adulthood) and for professionals. The Parent Network of WNY can be reached at (716) 332-4175.

The Kenmore-Town of Tonawanda UFSD Special Education Office can be reached at (716) 874-8400 ext. 20362.