

Implementation Procedures

WHAT QUALIFIES AS AN IEP MEETING?

Pursuant to Section 6.8.C of the 2022-25 Procedural Agreement, two pools of resources have been established centrally to compensate certificated staff for attending IEP meetings that occur **outside their contracted work day**. The following describes the pools, indicates how to access funds, and delineates the individuals and meeting types that qualify for funding.

MEETING TYPES THAT QUALIFY FOR FUNDING

IEP meetings:

- IEP meetings
- IEP Amendment meetings
- ERP (Emergency Response Protocol) Meetings
- Manifestation Determination meetings
- Behavior Intervention Plan (BIP) meetings

Disability Evaluation Team (DET) meetings (Formerly MDT):

- Evaluations and Re-evaluations
- Functional Behavioral Assessments (FBA)
- Assessment Revisions

POOL TO SUPPORT GENERAL EDUCATION TEACHERS AND EDUCATIONAL STAFF ASSOCIATES (ESAs)

For general education teachers, this pool will compensate for attendance at IEP meetings and/or DET meetings.

For psychologists, this pool will compensate for attendance at IEP meetings for which the psychologist provides services and/or DET meetings.

For SLPs, OT/PTs, and nurses, this pool will compensate for attendance at IEP meetings, if the ESA is serving as the District representative or when the ESA is providing services as reflected in the IEP, and/or DET meetings

Staff will submit timesheets signed by the building or department administrator to the Assistant Superintendent of Human Resources.

POOL TO SUPPORT SPECIAL EDUCATION TEACHERS

Compensation for special education teachers will be provided for attendance at the types of meetings listed above when they **occur outside the teacher's contracted work day**.

Staff will submit timesheets signed by the building or department administrator to the Assistant Superintendent of Student Services.