

Student Services Frequently Asked Questions

My doctor says that my child needs an IEP? How do I get an IEP for my child?

An individual education plan (IEP) is created by an IEP team for children who have been determined to have a disability and need for special education under federal and state laws that govern special education. The first step is the referral. A referral is a written statement that describes the concerns about the child. If the referral is made by someone other than a parent, that person must inform the parent/guardian that they are making the referral. Referrals are made to the Executive Director of Special Education and Pupil Services. Please see the Child Find Notice for more information.

How do I enroll my 3 year old in preschool?

The Sauk Prairie School District does not have a general education program for 3 year olds. Please see the list of community pre-school programs.

I have a child in my day care who has speech and/or language issues. How can I get him or her tested?

You may make a referral to the the Executive Director of Special Education and Pupil Service.. The referral must be in writing. It must describe your concerns for the child. You must inform the parent about the referral. Please see the Child Find Notice for more information.

We are moving into the Sauk Prairie School District, and my child has an IEP. Will the same services be available to him or her in the new school?

As soon as the individual education plan (IEP) from the previous district has been received, someone (usually a special education teacher who works with children the same age/grade as the incoming student) will review the IEP to see if the Sauk Prairie School District can offer the same service. If the services are too different an IEP team meeting will be held as soon as possible.

We are moving out of the Sauk Prairie School District and my child has an IEP, how will the other district know about my child's needs?

You may bring a copy of the IEP with you to the new school so they can review the information and determine if they are able to provide the same service. The new school will also request the special education records.

I am going to college and I need a copy of my IEP from high school, who do I contact?

According to Board Policy 8330

E. Records of students who cease to be enrolled shall be maintained as follows:

1. All behavioral records will be destroyed one (1) year after the date the student graduated from or last attended the school unless the student, or his/her parent/guardian if the student is a minor, gives permission that the records be maintained for a longer period of time. Where such written permission is received, behavioral records will be destroyed after the time specified in the permission form or at the discretion of the District when they are of no further obvious use.

All seniors are offered a form to sign (or have their parents sign if they are under 18) to keep their special education records, which are classified as behavioral records, for up to 5 years after they graduate. If you signed such a form and it has been 5 years or less then you may contact the Student Services Secretary to obtain a copy of your special education records (IEP, evaluation report). If it has been more than 5 years since you graduated the special education records have been destroyed.

My child had an IEP in high school and now needs a copy for college, who do I contact?

If your child is over 18, **they** must request a copy of their IEP. All seniors are offered a form to sign (or have their parents sign if they are under 18) to keep their special education records, which are classified as behavioral records, for up to 5 years after they graduate. If you or your child signed such a form and it has been 5 years or less then they may contact the Student Services Secretary to obtain a copy of their special education records (IEP, evaluation report). If it has been more than 5 years since they graduated the special education records have been destroyed.

I am applying for social security benefits for my self/child, who do I contact for a copy of special education records?

You may contact the Student Services Secretary to obtain a copy of special education records. The request for these records usually comes directly from the agency.