



## MEMORANDUM

TO: Principals, Teachers, Related Staff Members

FROM: Dr. Fulcher, Director Special Education Divisions

DATE: September 25, 2009

SUBJECT: General Education Teacher Involvement in IEP Meetings

Special and General Education Teachers:

Please note that at least one general education teacher must participate in all IEP meetings if the student **is or may be** included in the general education class for all or part of the day. The general educator must be a teacher who: (1) teaches the student; (2) implements portions of the IEP; (3) supervises the student, or; after completion of the IEP, may teach, implement portions of the IEP, or supervise the student. The general educator who attends must be qualified to teach students who are the same age as the student in question.

General education teachers who participate in IEP meetings should be prepared to discuss the student's current performance in relationship to the general education curriculum. It is also important that general education teachers collaborate with education specialists to provide additional information regarding academic, behavior, and attendance patterns. General education teachers should also share comments and data on student progress toward achieving IEP goals and California performance standards on regular and alternate assessments – including participation in classroom activities, performance on benchmark assessments and curriculum based assessments.

When a student has more than one general education teacher, only one attends the IEP meeting, the case manager should seek input from the general education teachers who will not be attending. Lastly, the education specialist and parents should discuss and try to reach agreement on the extent of the general educator's participation.