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## Special Education Newsletter from the Indiana Department of Education



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Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

## Special Education Newsletter

This monthly newsletter from the Indiana Department of Education (IDOE) Office of Special Education (OSE) includes resources, guidance, and support for special education directors, educators, and administrators who provide essential services that Indiana's students with disabilities need to learn and thrive.

### Fiscal

#### Individuals with Disabilities Education Act (IDEA) Excess Cost Calculator

The Excess Cost Calculator and instructions are available in the [Office of Special Education Moodle Community](#). Local educational agencies (LEAs) are expected to complete the Excess Cost Calculator; this will not be submitted to IDOE, but should be kept on file locally for audit purposes. As part of the annual IDEA Part B application, LEAs must sign and submit assurances to IDOE stating that the excess cost requirement has been met. Contact IDOE's [Office of Special Education](#) with questions.

#### Fiscal Year (FY) 2023 Part B Grant Proportionate Share Release (Waiver) Request Forms Now Available

The FY 2023 Part B 611 and 619 grant proportionate share release forms are available in the [Office of Special Education Moodle Community](#). Completed requests with supporting documentation must be submitted to IDOE's [Office of Special Education Part B Grants team](#) by Friday, August 30. Following the acceptance of the release form, a Part B grant budget modification request must be completed by Monday, September 16, to transfer funds across budget scopes. Contact IDOE's [Office of Special Education](#) with questions.

### Monitoring

#### 2024-2025 Parent Survey Materials Available

Each school year, IDOE's Office of Special Education conducts the parent survey to determine whether parents and families feel included in the special education process. Students (age 18 and older) and families are encouraged to participate in the survey at least once a year. The survey can be taken [online](#) or completed using a [paper version](#) that should be mailed to IDOE (instructions can be found within the Google Drive). The survey is available in three languages: English, Spanish, and Burmese. Please contact the [monitoring team](#) with any questions.

#### Data Exchange (DEX) Office Hours for 2024-2025

Weekly DEX office hours sessions will be available throughout August on Tuesday mornings and Thursday afternoons. Beginning in September, weekly DEX office hours sessions will return to a Tuesday-only schedule. Links to submit questions, responses, and to join the office hours sessions can be found in [Knowledge Hub > Communications Hub > Upcoming Events](#).

- **Tuesday, August 27**, 10:30 a.m. to noon ET
- **Thursday, August 29**, 2 to 3:30 p.m. ET, Topic: Multilingual Learners

- **Tuesday, September 3**, 1 to 2:30 p.m. ET, Topic: Membership
- **Tuesday, September 10**, 10:30 a.m. to 2:30 p.m. ET, Topic: DEX Training for New Users
- **Tuesday, September 17**, 1 to 2:30 p.m. ET, Topics: Calendar, Attendance, and Pupil Enrollment
- **Tuesday, September 24**, 10:30 a.m. to noon ET, Topic: Alternative Education

## Dispute Resolution

### Indiana State Board of Education Special Education Rules Revision

Please see revised [Article 7 \(Title 511 Article 7 Rules 32-50\)](#). An [Overview of Article 7 Revisions](#) is available. The Spanish version of [Artículo 7 Revisiones](#) is also available.

#### **Formal Dispute Resolution:**

Sometimes, the parent(s) and school personnel are not able to resolve their disagreement through informal methods. With that in mind, IDOE offers three options for formal dispute resolution: complaints, mediations, and due process hearings. As the name suggests, formal dispute resolution options are more complex and official than the informal options and may take more time.

A complaint is a claim that the public agency has not implemented federal or state special education rules; or has failed to comply with an order issued by an independent hearing officer (IHO). A complaint may also be used to enforce a mediation agreement or an agreement reached during a resolution meeting as part of a due process hearing. When IDOE receives a complaint, a complaint investigator is assigned to determine if a violation has occurred and order corrective action if necessary.

Mediation is a voluntary process in which parent(s) and school representatives meet with a trained mediator who facilitates the development of a written agreement between the parties. The mediator does not make any decisions, and there is no guarantee that the parties will come to an agreement. Mediation may be used to resolve: a complaint; a disagreement from a case conference committee (CCC) meeting regarding the student's identification or eligibility for services; the appropriateness of the educational evaluation, level of services, or placement; or anything else affecting the provision of a free appropriate public education (FAPE).

A due process hearing is an administrative law proceeding held before an impartial independent hearing officer (IHO). The parent(s) and the school can present witnesses and other evidence. At the conclusion of the hearing, the IHO considers all the information and issues a written decision. A due process hearing can be requested by the student's parent(s), a student of legal age, or the school. Due process hearings can resolve disagreements involving several topics, including: the student's identification or eligibility as a student with a disability; the appropriateness of the educational evaluation, level of services, or placement; anything else related to the provision of FAPE; reimbursement for services obtained by the parent(s); or student discipline concerns, such as manifestation determinations or disciplinary changes of placement.

#### **School and Parent Access to Dispute Resolution Options:**

Schools ensure that parents are aware of the informal and formal dispute resolution options available for consideration. Schools shall provide a copy of the notice of procedural safeguards (NOPS) to the parent of a student with a disability at least one time a school year. See 511 IAC 7-37-1 (d) for other times when schools are required to provide parents a copy of NOPS.

For a quick overview of special education dispute resolution processes, click [here](#). For parent guides to dispute resolution options, click [here](#). While these guides describe the various dispute resolution processes under federal law, specifics on Indiana's formal dispute resolution processes are featured below.

For more information on each dispute resolution process and how to file a request, please visit the following:

- [Complaints](#)
- [Mediations](#)
- [Hearings](#)

For additional information, please contact the [dispute resolution team](#).

## Technical Assistance and Professional Development

### September Indiana IEP (IIEP) Virtual Office Hours

Join IIEP virtual office hours sessions hosted by Public Consulting Group (PCG) on the third Wednesday of each month from 11 a.m. to noon ET via Microsoft Teams. Sessions will also be recorded and available in IIEP under the *Training* tab. [Register for September's session](#) to learn more about recent system updates and upcoming changes, followed by a question and answer session. Contact [PCG](#) with questions regarding these office hours.

### New Special Education Teacher Office Hours

IDOE's Office of Special Education, Technical Assistance (TA) Team will hold office hours for new special education teachers from 4 to 5 p.m. ET on Thursdays once a month, starting Thursday, September 19.

These meetings will be to support teachers new to special education in navigating a variety of topics, starting with the roles and responsibilities of the case conference committee. The first half of the office hour will be a formal presentation on a relevant topic and the last half will be an open Q&A with an opportunity for teachers of record (TORs) to ask questions. Registration is not required, find the link to join [here](#). Contact IDOE's [Office of Special Education](#) with any questions.

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### Indicator 13 TA Open Office Hours

The Office of Special Education will provide open office hours to assist special education directors and teachers around the state to improve their transition IEPs. Office hours will take place from 10 a.m. to noon ET, and 1 p.m. to 3 p.m. ET on Thursday, September 12, Tuesday, September 17, Thursday, September 19, and Friday, September 20. There will also be two extended calls from 1 p.m. to 4 p.m. ET on Tuesday, September 24, and Thursday, September 26. These meetings can be accessed [here](#). Please reach out to IDOE's [Office of Special Education](#) with any questions regarding these office hours.

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### Elevating Education 2024: "Improving Outcomes for All" Statewide Conference

In collaboration with IDOE, the IEP TA Center invites you to join our statewide conference, Elevating Education: Improving Outcomes for All. The goal of this conference is for participants to gain knowledge, build capacity, and network with colleagues in order to deliver the most effective educational programming for all students. The conference, intended for general educators, special educators, and administrators, will take place at the Hyatt Regency Indianapolis and the Indiana Convention Center on Tuesday, December 3, and Wednesday, December 4. For more information and registration information, visit the [conference website](#). Contact [Marcee Wilburn](#) from the IEP TA Center with additional questions.

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### Universal Design for Learning (UDL) Resources Now Available

UDL Guidelines 3.0 are now available from CAST. Explore the updated graphic organizer in six languages, background on the changes, full descriptions of each guideline, updated research and more [here](#). [Universal Design for Learning: Principles, Framework, and Practice](#) – an update of Anne Meyer's and David Rose's foundational text, *Universal Design for Learning: Theory & Practice* – is also now available. Contact IDOE's [Office of Special Education](#) with questions.

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### Upcoming No-Cost Trainings from the IEP TA Center

The IEP TA Center has a variety of upcoming, no-cost [workshops](#) for Indiana educators in Indianapolis. Review upcoming opportunities on the [training catalog](#). Contact [Marcee Wilburn](#) from the IEP TA Center with any questions.

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### Indiana Council for Exceptional Children (INCEC) Institute: 2024-2025

The Council for Exceptional Children, INCEC, and IDOE have partnered to provide first and second-year special education teachers with a one-year full membership to CEC and INCEC and registration to CEC2025 virtual convention. Recipients will receive professional development materials and access to local and statewide resources and events. Special education teachers currently completing courses for special education licensure qualify to join. Complete [this form](#) to provide your first and second-year special education teacher names. Contact [Traci Henn](#) or IDOE's [Office of Special Education](#) with questions.

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## Special Educator Licensure, Recruitment, and Recognition

### Nominations Open for the 2025 Recognizing Inspiring School Employees (RISE) Classified Staff Award

Public and non-public schools across the state are encouraged to nominate up to two classified school employees for the [RISE Award](#). The RISE Award honors and promotes the excellence exhibited by classified school employees who provide exemplary service to students in pre-kindergarten through high school. The deadline to submit nominations is Friday, September 13, at 5 p.m. ET. Nominations can be submitted via [JotForm](#). Contact IDOE's [Office of Educator Talent](#) with any questions.

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### Flexible Keys to Literacy Professional Development Options Available Now

Registration is now open for educators who hold an Indiana professional educator license to enroll in one of the new flexible professional development options outlined in [this memo](#). Additional information can be found [here](#), and the registration form with all available options can be found [here](#). Educators who previously registered are able to continue their current enrollment and can use the registration form to confirm their plans to remain in the live cohort sessions or choose a different option. Please contact IDOE's [Literacy Center](#) with any additional questions.

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### Approval Process for 80 Hours of Professional Development to Support Early Literacy Endorsement Requirements and Praxis Voucher

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## Request

Educators who plan to add Indiana's Early Literacy Endorsement can follow the process outlined [here](#) to submit a request to verify completion of an approved 80 hours of professional development and request a Praxis Voucher. Contact [IDOE's Literacy Center](#) with any questions.

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## Early Literacy Endorsement Professional Development Verification

Verified programs that can be used to support the 80 hours of professional development needed for the Early Literacy Endorsement can be found on [this document](#). Training providers (including school districts) may request approval to certify which requirements are met through participation in the training by submitting [this form](#) with supporting evidence. The list of approved programs will be updated regularly. Contact IDOE's [Literacy Center](#) with any questions.

## Updates from the U.S. Department of Education (ED)

### Office of Special Education Programs (OSEP) Smart Beginnings 2024 Webinar

OSEP will host the Smart Beginnings 2024 webinar series from Tuesday, August 27, through Thursday, August 29. The webinars provide participants the opportunity to learn about resources for supporting children with disabilities as we head into a new learning year. Smart Beginnings is a three-day, virtual mini-conference designed to help families, providers, and leaders better support and promote developmental outcomes and educational excellence for infants, toddlers, children and youth with disabilities and their families. Sessions will include a live question and answer session with presenters. Each session has a different registration link:

- Tuesday, August 27: Educators & Administrators ([Day 1 Registration](#))
- Wednesday, August 28: Parents & Families ([Day 2 Registration](#))
- Thursday, August 29: Early Childhood ([Day 3 Registration](#))

Contact [OSEP](#) with additional questions.

## Additional Updates, Resources, and Opportunities

### Center for Deaf and Hard of Hearing Education's Connections Newsletter, Volume 9 - Issue 6

The Indiana Department of Health's Center for Deaf and Hard of Hearing Education has released the latest issue of Connections Newsletter. Click [here](#) to access all issues. The Center is a statewide resource with a multidisciplinary team available for technical assistance to deaf and hard of hearing children, families, and professionals from Part C to Part B transition to school exit. Please contact [cdhhe@health.in.gov](mailto:cdhhe@health.in.gov) with any questions.

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### Universal Screener and Dyslexia Programming Guidance

Schools are encouraged to review the [Universal Screener and Dyslexia Programming guidance document](#) for the 2024-2025 school year. [Indiana Code \(IC\) 20-35.5](#) requires schools to administer a universal screener to all kindergarten, first, and second grade students annually to identify students who may be "at some risk" or "at risk" for learning characteristics of dyslexia. This early identification of students who are not on track to be proficient readers allows early implementation of targeted support. More information can be found on [IDOE's Dyslexia webpage](#). Contact IDOE's [Literacy Center](#) with any additional questions.

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### "Uplift University: Looking Up and Leading On!" Indiana Council of Administrators of Special Education (ICASE) Fall Conference

Join ICASE at Caesars Southern Indiana from Wednesday, September 25, through Friday, September 27, for inspiring keynotes, informative breakout sessions, and valuable networking opportunities. Don't miss this chance to connect with colleagues, learn about the latest trends in special education, and discover strategies to elevate your practice. Secure your spot today! For more information and registration information, visit the [ICASE website](#). Contact [ICASE](#) with additional questions.

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### Universal Design for Learning (UDL) Technology Coach Cohort Now Open

IDOE's Office of Digital Learning is partnering with [Novak Education](#) to provide those in educational technology coaching roles with an opportunity to earn a UDL Associate Level 1 Credential. This opportunity will support participants in the why, what, and how of UDL principles while developing coaching techniques to empower and support teachers in integrating UDL effectively. Those registering must be able to attend two in-person workshops, six virtual sessions, and complete an online course. Register to participate via [this form](#). Registration will close on Friday, September 27, or when registration reaches 90 participants who meet the requirements. Contact IDOE's [Office of Digital Learning](#) with any questions.

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## Student, School, and Family Engagement Webinar - Teacher Well-being

Join IDOE's Office of Student, School, and Family Engagement on Thursday, August 29, from 11 a.m. to noon ET to learn about the connection between your own wellness and the wellness of the educators you lead. Register [here](#) and contact IDOE's [Office of Student, School, and Family Engagement](#) with any questions.

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## 2024-2025 School Year Graduation Pathways Office Hours

Graduation Pathways office hours for the 2024-2025 school year will be available on the first and third Tuesday of the month. These office hours are open to any educators who have questions or concerns regarding current graduation pathways requirements, Indiana Code, and how to best serve students. The next office hours will be Tuesday, September 3, and Tuesday, September 17. Use [this](#) document for all dates, times, and links. Contact IDOE's [Office of Student Pathways and Opportunities](#) with any questions.

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## Center on Community Living and Careers (CCLC) Partnership Opportunity

CCLC at the Indiana Institute on Disability and Community (IIDC) at Indiana University Bloomington is announcing a partnership opportunity for the 2024-2025 school year. CCLC is developing a microcredential curriculum for Career and Technical Education Automotive Services programs to better include students with intellectual disabilities in participating in Career and Technical Education automotive services programs.

CCLC is seeking school teams of automotive services CTE faculty and administrators and special education teachers and administrators who can help provide feedback, ideas, and insights throughout the 2024-2025 school year. Participation will involve monthly meetings with both the automotive services CTE faculty and special education faculty, a review of the automotive services microcredential curriculum, and providing feedback to CCLC team. All meetings will be virtual.

If you are a CTE faculty member or administrator or a special education faculty member or administrator and would like to participate, or if you would like more information, please contact [Mary Pearson, PhD](#), CCLC Microcredentialing Team Lead.

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## Transition Center Webinar Opportunities

The Indiana Secondary Transition Resource Center (INSTRC), a project of CCLC, is proud to announce three upcoming webinars: "Portfolios and Profiles: Portals to Competitive, Integrated Employment," "Developing Quality Transition IEPs," and "Using the Transition IEP to Focus Education and Build Relationships."

- Developing Quality Transition IEPs on Tuesday, October 1, from 11 a.m. to 1 p.m. ET will discuss the foundational elements of the transition IEP, including alignment across all sections. This webinar is for teachers new to transition.
- Using the Transition IEP to Focus Education and Build Relationships on Thursday, October 3, from 11 a.m. to 1 p.m. ET will include the development of quality transition IEPs and strategies to improve relationships with families and students. This webinar is for experienced transition educators.
- Portfolios and Profiles: Portals to Competitive Integrated Employment (CIE) on Thursday, October 17, from 11 a.m. to 1 p.m. ET will cover the basics of transition portfolios, employment profiles, and the use of portfolio variations. Designed to assist individuals with disabilities in reaching their life goals, including employment and community belonging. This webinar is geared toward a national audience.

Each webinar costs \$35. Registration information can be found [here](#). These webinars are for anyone wishing to learn about the quality components of the transition IEP and transition portfolio that are used for students who receive special education services at the secondary level. Contact [iuconfs@iu.edu](mailto:iuconfs@iu.edu) with any questions.

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## Co-location of the Indiana School for the Deaf and Indiana School for the Blind and Visually Impaired: Groundbreaking Ceremony

On August 8, 2024 a beautiful groundbreaking ceremony was held at the Indiana School for the Blind campus to kick off the co-location of the two schools. The goal of this project is to construct a world-class model for education, purposefully designed to meet the unique needs and develop the unique strengths of deaf children and blind children.



## Upcoming Dates



Tuesday, August 27, 10:30 a.m. to noon ET	DEX Office Hours
Thursday, August 29, 11 a.m. to noon ET	<a href="#">Student, School, and Family Engagement Webinar: Teacher Well-being</a>
Thursday, August 29, 2 to 3:30 p.m. ET	DEX Office Hours: Multilingual Learners
Friday, August 30	Deadline for FY 2023 Part B 611 and 619 grant proportionate share release forms to be submitted to IDOE
Tuesday, September 3, 1 to 2:30 p.m. ET	DEX Office Hours: Membership
Tuesday, September 10, 10:30 a.m. to 2:30 p.m. ET	DEX Office Hours: DEX Training for New Users
Thursday, September 12, 10 a.m. to noon ET	<a href="#">Indicator 13 TA Office Hours</a>
Friday, September 13, at 5 p.m. ET	<a href="#">Deadline for RISE Award nominations</a>
Tuesday, September 17, 10 a.m. to noon ET	<a href="#">Indicator 13 TA Office Hours</a>
Tuesday, September 17, 1 to 2:30 p.m. ET	DEX Office Hours: Calendar, Attendance, and Pupil Enrollment
Thursday, September 19, 10 a.m. to noon ET	<a href="#">Indicator 13 TA Office Hours</a>
Thursday, September 19, 11 a.m. to noon ET	<a href="#">September IIEP Virtual Office Hours</a>
Thursday, September 19, 4 to 5 p.m. ET	<a href="#">New Special Education Teacher Office Hours</a>
Friday, September 20, 10 a.m. to noon ET	<a href="#">Indicator 13 TA Office Hours</a>
Tuesday, September 24, 10:30 a.m. to noon ET	DEX Office Hours: Alternative Education
Tuesday, September 24, 1 p.m. to 4 p.m. ET	<a href="#">Indicator 13 TA Office Hours</a>
Thursday, September 26, 1 p.m. to 4 p.m.	<a href="#">Indicator 13 TA Office Hours</a>

## Additional Resources

- [Office of Special Education](#)
- [Office of Special Education Moodle Community](#)



## Department News

- **08/14/24** Stakeholder Feedback Drives Significant Updates to Second Draft of Indiana Diploma Proposal
- **08/14/24** Indiana's Third Grade Literacy Rates Increase for Third Consecutive Year
- **08/07/24** Indiana Department of Education Announces 2025 Indiana Teacher of the Year Top 10 Finalists

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