

**UT TYLER UNIVERSITY ACADEMY
BOARD POLICY MANUAL
POLICY GROUP 6 - SPECIAL EDUCATION
CHILDREN WHO TRANSFER**

PG-6.7

Sec. 1. SPECIAL EDUCATION VERIFICATION

For purposes of the requirements set forth in this Policy, “verify” means that the new school district has received a copy of the student’s individualized education program (“IEP”) that was in effect in the previous district. The first school day after the new district receives a copy of the student’s IEP that was in effect in the previous district begins the timelines set forth in 19 Texas Administrative Code § 89.1055(s)(1), (2).

19 T.A.C. § 89.1055(s)(6).

Sec. 2. STUDENTS WHO TRANSFER WITH AN IEP DURING THE SAME SCHOOL YEAR

In accordance with 34 C.F.R. § 300.323(g), UT Tyler University Academy shall take reasonable steps to promptly obtain the student’s records from a previous school or district in order to facilitate the student’s transition, and for students transferring from UT Tyler University Academy UT Tyler University Academy will furnish a copy of the student’s records, including the student’s special education records, to the student’s new school not later than the 10th working day after the date UT Tyler University Academy received the request for information.

34 C.F.R. § 300.323(g); Tex. Educ. Code § 25.002; 19 Tex. Admin. Code § 89.1055(s)(4).

a. Texas Transfers

When a student transfers to UT Tyler University Academy from another school district within Texas, UT Tyler University Academy shall provide a free appropriate public education (“FAPE”) to the student UT Tyler University Academy shall provide comparable services as those described in the IEP the student transferred with until UT Tyler University Academy adopts the student’s IEP from the previous school, or develops, adopts, and implements a new IEP. UT Tyler University Academy must either adopt the student’s IEP from the previous school district or develop, adopt, and implement a new IEP within 20 school days from the date the student is verified as being a student eligible for special education services.

34 C.F.R. § 300.323(e), (g); 19 Tex. Admin. Code § 89.1055(s)(1).

b. Out-of-State Transfers

If the student with a disability transfers to UT Tyler University Academy from a school district outside of Texas and the parents or previous school district verifies that the student had an IEP that was in effect in the previous district UT Tyler University Academy shall provide the student with FAPE, including comparable services, until UT Tyler University Academy conducts an evaluation, if appropriate, and develops, adopts, and implements a new IEP.

If UT Tyler University Academy determines that an evaluation is necessary, the evaluation is considered a full individual and initial evaluation and must be completed within the timelines established by 19 Texas Administrative Code § 89.1011.

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If UT Tyler University Academy determines that an evaluation is not necessary, UT Tyler University Academy shall develop, adopt, and implement a new IEP within 20 school days from the date the student is verified as being a student eligible for special education services.

34 C.F.R. § 300.323(f); 19 Tex. Admin. Code § 89.1055(s)(2).

c. Comparable Services Pending Verification

While UT Tyler University Academy waits for verification, UT Tyler University Academy must take reasonable steps to provide, in consultation with the student's parents, services comparable to those the student received from the previous district if UT Tyler University Academy has been informed by the previous school district of the student's special education and related services and placement.

19 Tex. Admin. Code § 89.1055(s)(7).

d. Comparable Services Following Verification

Once UT Tyler University Academy receives verification that the student had an IEP in effect at the previous district, UT Tyler University Academy shall provide comparable services to the student during the timelines established under subparagraphs (a) and (b) of this Section. Comparable services include provision of Extended School Year ("ESY") services if those services are identified in the previous IEP or if UT Tyler University Academy has reason to believe that the student would be eligible for ESY services.

19 Tex. Admin. Code § 89.1055(s)(8).

e. Requirements If Unable to Obtain Verification

If a parent hasn't already provided verification of eligibility and the UT Tyler University Academy has been unable to obtain the necessary verification records from the previous district by the 15th working day after the date UT Tyler University Academy submitted a request for the records to the previous district, UT Tyler University Academy shall seek verification from the student's parent. Nothing prohibits UT Tyler University Academy from asking the parent to provide verification of eligibility before that date. If the parent is unwilling or unable to provide such verification, UT Tyler University Academy shall continue to take reasonable steps to obtain the student's records from the previous district and provide any services comparable to what the student received at the previous district if they communicate those to the UT Tyler University Academy.

19 Tex. Admin. Code § 89.1055(s)(5).

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Sec. 3. STUDENTS WHO TRANSFER WITH AN IEP DURING THE SUMMER

Students who register in UT Tyler University Academy during the summer when students are not in attendance for instructional purposes are considered transfer students. The provisions in 19 Texas Administrative Code § 89.1055(s)(1) shall apply if the student comes from an in-state school district, and the provisions in 19 Texas Administrative Code § 89.1055(s)(2) shall apply if the student comes from an out-of-state district.

19 Tex. Admin. Code § 89.1055(s)(3).