

# **ARROWHEAD DISTRICTS SPECIAL EDUCATION COOPERATIVE POLICIES AND PROCEDURES**

## **Preface**

As a condition of funding under the Individuals with Disabilities Education Act (IDEA), local educational agencies are required to establish written policies and procedures for implementing federal special education laws. In addition, Wisconsin law requires local educational agencies to establish written policies and procedures for implementing state and federal special education requirements. The Arrowhead Districts Special Education Cooperative has adopted the Model Special Education Policies and Procedures guide which was developed to help local educational agencies meet their obligation to establish and implement special education requirements. A local educational agency may establish special education requirements by adopting the model policies and procedures. The document may also be used as a reference tool and for staff development activities to promote understanding of and compliance with special education requirements.

The state special education statutes, subchapter V, chapter 115, Wis. Stats., incorporate the statutory provisions of Part B of the IDEA. Local educational agencies in Wisconsin must also comply with IDEA's regulations. Therefore, the model policies and procedures are derived primarily from Wisconsin special education statutes and IDEA regulations. A small number of policies and procedures are derived from Wisconsin special education rules, chapter PI 11, Wis. Admin. Code. Because specific model policies and procedures frequently contain language from more than one legal source, citations are not provided. The underlying law can be found by using the following tools:

1. the index to the IDEA regulations found at Appendix B to 34 CFR Part 300, beginning on page 12481;
2. the table of contents of the state special education statute, subchapter V, chapter 115, Wis. Stats.; and
3. the table of contents for the state special education rules, chapter PI 11, Wis. Admin. Code.

**ARROWHEAD DISTRICTS SPECIAL EDUCATION COOPERATIVE**  
**Arrowhead Union High School**  
**Fiscal Agent**

**Participating Districts**

Arrowhead Union High School  
Lake Country School  
Merton Community Schools  
North Lake School  
Richmond School  
Stone Bank School  
Swallow School

The Arrowhead Districts Special Education Cooperative (ADSEC) was formed to provide a full continuum of special education and related services for students ages three to twenty-one. Students are served within their resident schools unless their educational needs require a more intensive program as determined through an Individualized Education Program. In addition to the above cooperative schools, ADSEC participates with the Waukesha County Special Education Cooperative for the provision of low incidence services. Arrowhead Union High School serves as the fiscal agent for the ADSEC cooperative.

As established within the ADSEC 66:30 agreement, the local education agency (LEA) refers to the students' district of residence. ADSEC acts on behalf of the LEA for the provision of services including IEP evaluation and placement. If the student receives special education and related services in other than the resident school district, a representative of the resident school district is invited to participate in any future evaluation, reevaluation, IEP plan development and placement decisions.

Detailed special education policies and procedures are contained in the district's procedural manual.

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