

Surrogate Parent Training Agenda/Outline

I. Introduction

II. Video and Handbook “Surrogate Parent Training”

A. Legal Background

1. IDEA (Individuals with Disabilities Education Act – Passed in 1990
 - a. IDEA 97 – Reauthorized in 1997
 - b. IDEIA 2004 (Individuals with Disabilities Education Improvement Act) – Signed into law on December 3, 2004 and went into effect on July 1, 2005
2. FERPA (Federal Education Rights and Privacy Act) – Passed in 1974, Amended in 1999

B. Assignment/Definition of Surrogate Parent

A surrogate parent is a person appointed by a school district or local educational agency to act in place of a student’s parents when:

- The parent(s) cannot be identified – are not known.
- The parent(s) cannot be located after reasonable efforts.
- The child is a ward of the state.

IDEIA 2004 Changes

- The SEA shall make an effort to appoint a surrogate parent within 30 days.
- The surrogate parent shall not be an employee of the SEA, LEA or other agency involved in the care or education of the child.
- An unaccompanied homeless youth shall be appointed a surrogate.

C. Responsibilities/Duties of a Surrogate Parent

As a surrogate parent, your responsibilities will be to represent the student in all matters relating to the identification, evaluation, and placement of the child so that he or she receives a free appropriate public education.

A surrogate parent will:

- Visit the student’s school to review educational records and arrange any meetings necessary to gather information about the student.
- Meet the student.
- Arrange for classroom observations, as appropriate.
- Consult with the student’s teachers, family members, caretakers or other involved in the child’s education.

- Advocate for the child in placement or program decisions.
- Attend necessary meetings
- Maintain confidentiality of information about the student.

D. Surrogate Parent Criteria

E. Key Words and Phrases

- Admissions and Release Committee (ARC)
- Assistive Technology Services
- Special Education
- Collaboration
- Free Appropriate Public Education (FAPE)
- Specially-Designed Instruction (SDI)
- Related Services
- Least Restrictive Environment (LRE)
- Individual Education Program (IEP)

F. Notice

G. The Identification Process

- Step 1 – Referral
- Step 2 - Evaluation
- Step 3 - Eligibility
- Step 4 - Program Planning
 - The IEP
 - Transition
 - Placement

H. Resolving Disagreements

I. Summary

III. Close