

The district shall maintain records which fully disclose the amount and disposition of the funds, the total cost of the activity for which the funds are used, the share of that cost provided from other sources, and such other records as will facilitate an effective audit. The district shall maintain such records for five years after the completion of the activity for which the funds are used. The district will permit state and federal representatives to have access to such records for the purpose of an audit examination or for other such purposes deemed to be necessary to assure compliance with the program requirements.

**Public Participation**

- A. The district will provide reasonable opportunities for the participation by teachers, parents, and other interested agencies, organizations, and individuals in the planning for and operation of the program;
- B. Any application, evaluation, periodic program plan or report relating to the program will be made readily available to parents and other members of the general public. (34 CFR 76.301)

**Procedural Safeguards**

**Parent Involvement.** The district recognizes that cooperation and communication between parent and school is essential in the processes involved in referral, assessment, reassessment, individual education program development and placement in providing the education program for students with disabilities. (WAC 392-171-341, 351, 371, 376, 456, 461, 466, 501, 506, 511, 513, 521, 526, 581, 596, 601, 606, 611, 616, 621, 626, 631, 641, 691, 726, 761)

To facilitate effective home and school cooperation, the following procedures will be followed:

- A. Parents shall receive written notice, in their native language, a reasonable time before the district proposes to initiate or change or refuses to initiate or change, the identification, assessment, or educational placement of a student or the provision of special education and related services. (WAC 392-171-521, 526)
- B. Written consent from a parent must be obtained prior to the initial assessment of a student.
- C. Parents must receive a written report of the assessment findings upon request.
- D. Written consent from a parent must be obtained prior to initial placement.
- E. Parents shall be encouraged to participate in the development of the student's IEP.