

**SUMMARY OF MAJOR SPECIAL EDUCATION TIMELINES\***

<b>Timeline<sup>1</sup></b>	<b>Action</b>	<b>Time Counted From</b>	<b>Exceptions to Timeline</b>
15 days	Proposed Assessment Plan	Date of Referral	Not counting calendar days between regular school sessions/.term or days of school vacation in excess of five school days, unless parent agrees in writing to an extension. When referral is made in the last ten days of school, the proposed assessment plan must be provided within the first ten days of the start of the new year.
15 days	Parent consideration and decision regarding proposed assessment plan	Receipt of proposed assessment plan	
"Early enough to ensure an opportunity to attend"	IEP Notification	Before IEP team meeting	
50 days	IEP Development	Receipt of parent's written consent for assessment	Not counting calendar days between regular school sessions/term or days of school vacation in excess of five school days, unless parent agrees in writing to an extension, unless parent agrees in writing to an extension. When referral is made 20 days or less prior to the end of the regular school year, IEP must be developed within 30 days after the start of the subsequent regular school year.
"As soon as possible"	IEP Implementation	IEP team meeting	
30 days	IEP Team Meeting	Receipt of written request from parent for IEP team meeting. (If parent makes oral request, school district must notify parent of the need for a written request and the procedures for filing written request.)	Not counting days in July and August
30 days	Interim Placement Reviewed by IEP Team and Final Recommendation Made by Team	Date of last IEP team meeting	
At least annually	Review: <ul style="list-style-type: none"> <li>• student's program;</li> <li>• the IEP, including whether annual goals are being achieved;</li> <li>• appropriateness of placement; and make any necessary revisions</li> </ul>	Date of last IEP team meeting	

1 - "Day" means a calendar day unless otherwise specified.

Based on Education Code 56043

<b>Timeline<sup>1</sup></b>	<b>Action</b>	<b>Time Counted From</b>	<b>Exceptions to Timeline</b>
5 days	Parent Receive Copies of Student Records	Oral or written request s by parent	
5 working days	Former LEA Sends Special Education Records	Request from current LEA	
3 years	Reassessment	Date of last three-year assessment and IEP	More frequently if conditions warrant it
When pupil demonstrates lack of anticipated progress	IEP Team Meeting		
Beginning at age 14 and annually thereafter	Statement of Transition Service Needs included in IEP (focus on course of study)		
Beginning at age 16 and annually thereafter	Statement of Needed Transition Services (coordinated set of activities, including statement of interagency responsibility and any needed linkages)		
6 months	Review IEP for student in residential placement by expanded IEP team: Case progress Continued need for out-of-home placement Extent of compliance with IEP Progress toward alleviating need for out-of-home placement	Previous IEP	
3 years	Filing for Hearing	Date the initiating party knew or had reason to know the facts underlying the basis for the request.	

1 - "Day" means a calendar day unless otherwise specified.

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\*Based on Education Code 56043

**TIMELINES (PRIMARY)**

<b>Activity</b>	<b>Education Code</b>	<b>Page Numbers</b>
appeal of due process hearing decision	EC 56043, EC 56505	1-10, 5-5
complaint investigation, review information, Issue written decision	EC 56043	1-10
development of individualized education programs,	EC 56043, EC 56344	1-10, 4-14
due process hearing request, completion, implementation of individualized education program,	EC 56043, EE 56502 EC 56043, CCR 3040	1-10, 5-4 1-10, A-18
individualized education program team meeting,	EC 56043, EC 56343,	1-10, 4-13
at least annually, review pupil's progress,	EC 56380, CCR 3068	4-45, A-53
interim placement,	EC 56043, EC 56325	1-10, 4-5
notice of due process hearing issues,	EC 56043, EC 56505	1-10, 5-5
notice of intent to be represented by an attorney,	EC 56043, EC 56507	1-10, 5-9
notification of individualized education program meeting,	EC 56043, EC 56341.5	1-10, 4-12
parent request for individualized education program team meeting,	EC 56043, EC 56343.5	1-10, 4-14
proposed assessment plan,	EC 56043, EC 56321	1-10, 4-3
prehearing mediation conference,	EC 56043, EC 56500.3	1-10, 5-1
reassessment,	EC 56043, EC 56381	1-10, 4-45
residential placement review,	EC 56043, GC 7572.5	1-10, F-4
right to examine school records, receive copies,	EC 56043, EC 56504	1-10, 5-5
right to receive documents in due process hearing,	EC 56043, EC 56505	1-10, 5-5
statement of transition needs, services,	EC 56043, EC 56345.1	1-10, 4-18
time limitation on requesting due process hearing,	EC 56043, EC 56505	1-10, 5-5
transfer of school records,	EC 56043, CCR 3024	1-10, A-10