

HI/VI TEACHER CONSULTANT ROLE IN IEP PROCESS

Special Education - Guidance Brief



- ▶ If a district employs a special education teacher who is certified VI or HI, the district HI or VI teacher must serve as Teacher of Record for any students who have a primary disability category of VI or HI or DB.
- ▶ If a district does not employ a special education teacher who is certified VI or HI, the district may encourage their special education teacher to take the Deaf/Hard-of- Hearing OSAT (Test Code 030) or the Blind/Visual Impairment OSAT (Test Code 128). It is recommended that the special education teacher candidate participate in appropriate training through the Oklahoma School for the Blind or Oklahoma School for the Deaf to ensure they can provide appropriate services to students who have a primary disability category of HI, VI, or DB. The district may reimburse the special education teacher's fee for these exams using Project 616.
- ▶ If a district does not employ a special education teacher who is certified VI or HI, then the district must contract and/or consult with an organization, company, or individual who holds a current Oklahoma HI or VI teaching certificate. This organization, company, or individual may serve as a consultant for students who are eligible under the category of HI, VI, or DB.
- ▶ For districts who do not have an employed certified VI or HI teacher, it is appropriate for the district to assign students who are eligible under the primary category of HI, VI, or DB to another staff special education certified person to serve as TOR. Students identified under the category of HI, VI, or DB will be on this teacher's caseload in EDPlan.
- ▶ It is the responsibility of the district special education teacher/TOR to perform district functions such as, implementation of the IEP, scheduling and sending notices of meeting, preparing a draft IEP or MEEGS, preparing and sending out written notice and other supporting documents following a meeting. It is also the responsibility of the district special education teacher/TOR to attend IEP and MEEGS meetings and sign as a special education teacher member of the IEP or MEEGS team.
- ▶ It is the responsibility of the contracted or consultant HI or VI teacher to contribute to the IEP any corresponding goals, accommodations, services (e.g. consultation), assistive technology information and any other appropriate information. The contracted or consultant HI or VI will attend IEP meetings and sign as a special education teacher on the IEP. This will require inputting an additional team member in the parent/team tab, allowing for a signature of a second special education teacher. They will also provide ongoing consultation, if any, as outlined in the services section of the IEP.
- ▶ It is also the responsibility of the contracted or consultant HI or VI teacher to serve as a qualified professional related to HI or VI for the RED and also as a qualified professional **and** the special education teacher, signing the MEEGS in two places.
- ▶ Ultimately, the responsibility for FAPE lies with the district.

The contents of this handout were developed under a grant from the U.S. Department of Education. However, the content does not necessarily represent the policy of the U.S. Department of Education, and you should not assume endorsement by the federal government.

Oklahoma State Department of Education, Special Education Services :

(405) 521-3351 | <http://sde.ok.gov/sde/special-education>