

Tips from the Special Education Division: Gearing Up for Summer

June 2025

Question:

What should districts be thinking about in preparation for summer break and in planning for the start of the next school year?

Answer:

This is the last Special Education Monthly Update for the 2024–25 school year. In preparation for transition into the summer break and on into the September start-up for the 2025–26 school year, here are a few timelines to keep in mind:

- Initial IEPs – A meeting to develop a student’s initial IEP must be completed within 30 calendar days of the date that initial eligibility is established even though school may not be in session. This may be a challenge during the summer, so be sure to plan ahead. And please remember that at the beginning of each school year, each school district must have an IEP in effect for each student eligible for special education services that it is serving through enrollment in the district.
- Early Childhood Transitions – Timelines related to initial evaluation and IEP development by the third birthday for students transitioning from early intervention (IDEA Part C) into special education preschool services (IDEA Part B) are still in effect over the summer even though school may not be in session. Resources are available on the [Early Childhood Special Education webpage](#) and see the [C to B Transition Tip](#) on OSPI’s [Policy Guidance and Resources](#) webpage.
- Dispute Resolution & Special Education Community Complaint (SECC) Protocols – Timelines for responding to SECCs and if applicable, SECC decisions, continue through the summer as well. In addition, due process may be filed over the summer. Does the district have an individual designated to respond to any dispute resolution responsibilities during the course of the summer?
- Special Education Federal Fund Applications – The federal special education fund application (EGMS Form Package 267) will open mid-June. FP 267 is due between July 1 and September 1, 2025. Do not forget to respond to feedback from the OSPI reviewer to ensure timely access to the 2025–26 federal special education funds.
- Timely and Accurate Reporting – There are four special education reports with due dates during the summer months (listed below). Does the district have a new special education administrator starting? Is there a plan for timely submittal of these reports?
 - Secondary Transition IEP Components (Indicator B13), due on or before June 30th;
 - Initial Evaluation (Indicator B11) and Early Childhood Transition (Indicator B12) Report, due on or before July 15th;



- Early Childhood Outcomes (Indicator B7), due on or before July 31st; and
- Disciplinary Incidents of Students with IEPs (Indicator B4), data will be pulled from CEDARS on August 26th.

If you have questions about any of the timelines that bridge the summer months, do not hesitate to reach out to [OSPI Special Education via email](#) or call the OSPI Special Education main line at 360-725-6075.