

# Special Education, Special Education Evaluation, and Discipline Policy Submission Requirements and Review Criteria

## Purpose

The following document describes the submission requirements for Local Education Agencies (LEAs) who wish to adopt the [Vermont Special Education Procedures and Practices Manual](#) published by the Agency of Education (AOE) as policy, as well as the review criteria the AOE uses to review LEA-published policy in lieu of adopting the AOE manual.

## Policy Submission Requirements

### For LEAs adopting the AOE published manual:

For LEAs who have adopted the [Vermont Special Education Procedures and Practices Manual](#), published by the AOE, two documents must be submitted:

- A signed attestation form (Appendix A in the manual);
- [VTSBA's Policy D7](#) (or a document with the same content).

If the LEA previously adopted the Vermont Special Education Procedures and Practices Manual, published by the AOE, and submitted the two documents described above during a previous monitoring cycle or other communication with Special Education Program Monitoring, a current copy of the above documents must be submitted.

### For LEAs choosing to create their own policies in lieu of adopting the AOE published manual:

For LEAs who have not adopted the Vermont Special Education Procedures and Practices Manual, published by the AOE, the following submissions are required:

- Special Education Policies
- Special Education Evaluation Policies
- Discipline Policies

**In order to be considered compliant, submitted policies MUST, at a minimum, contain content equivalent to the Vermont Special Education Procedures and Practices Manual, i.e., in line with all pertinent statutes.**

## Contact Information:

If you have questions about this document or would like additional information please contact: the [Special Education Monitoring Team](#).