

## *Area Level Case Conferences*

An area level case conference is a multidisciplinary team meeting called by the principal and chaired by the Superintendent of Education (Schools) to discuss the needs of a specific student. In addition to school and area resource staff, additional professionals may be included. The appropriate central staff representing the disciplines involved are invited as required. Representatives of involved community agencies are also invited, as required.

The input of each discipline is shared so as to provide a complete and current picture of the student's profile and needs. A problem solving discussion takes place and actions are determined by the Superintendent of Education (Schools). The actions are summarized (SE2) and a parent conference is held to share the actions and recommendations for their consideration. This process of problem solving is continued as long as there are unresolved issues.

## **The Appeal Process (Regulation 181/98)**

### *Mediation Options*

If parents do not agree with either the identification or placement decision made by the I.P.R.C., the committee is reconvened to discuss the parent's concerns and to seek a resolution with the parents. If the concerns were with respect to programming issues, the broad parameters of a resolution are established and further meetings are called to continue to address the parents' concerns.

### *Process*

After mediation options are exhausted, the Superintendent of Education (Student Services) will arrange for the establishment of a special education appeal board in accordance with the regulation (181/98). Upon completion of the appeal process and receipt of the written statement of the appeal board, the Superintendent of Education (Student Services) will arrange for the school board to decide what action it will take with respect to the recommendations of the appeal board (Boards are not required to follow the appeal board recommendations).

Subsequent to the decision of the school board the Superintendent of Education (Student Services) will ensure that the decision is communicated in writing to the parents within the timelines provided. Information about making an application to the Special Education Tribunal will be included with the written decision of the school board to the parents.

The Superintendent of Education (Student Services) will ensure that the parents are kept informed and that the process proceeds in a timely manner and within the timelines provided in the regulation (181/98).