

HOWARD GARDNER MULTIPLE INTELLIGENCE CHARTER SCHOOL

	Academic	SP26-0121
	Special Education Policy	ADOPTED DATE: January 20, 2026 REVIEWED DATE: REVISED DATE:

The Board of Trustees recognizes that in accordance with applicable state and federal laws, including Chapter 711 of Title 22 of the Pennsylvania Code and the Individuals with Disabilities Education Act (IDEA), every eligible child has the right to a Free and Appropriate Public Education (FAPE).

Howard Gardner Multiple Intelligence Charter School shall offer each student with a disability educational programming and services that appropriately meet the student’s needs for educational, instructional, transitional and related services. A student who requires special education services shall receive programs and services according to an individualized education program (IEP). The IEP shall provide access to the general curriculum and participation in state and local assessments, including supplemental aids and services that permit the student to be educated, to the maximum extent appropriate, with nondisabled peers. The school will offer itinerant Learning Support services in house, but shall provide a continuum of placement options outside of the school to appropriately meet the needs of students with disabilities.

The Board of Trustees directs that all students with disabilities shall be identified, evaluated, and provided with appropriate educational programs and services, in accordance with federal and state laws and regulations. The school shall establish and implement a system of procedural safeguards and parent/guardian notification as part of its Annual Report.

Delegation of Responsibility

The school shall develop and submit an Annual Report to the Department of Education for approval, and shall implement Special Education Services as required by law and regulations.

The school's special education services shall comply with the requirements of state and federal laws and regulations, and shall be submitted in accordance with the guidelines and in the form established by the Department of Education. The school shall establish procedures to ensure services are updated and implemented as necessary.

The Board shall determine the facilities, programs, services and staff that shall be provided by the school for the instruction of students with disabilities, based upon the identified needs of the school's special education population.

HOWARD GARDNER MULTIPLE INTELLIGENCE CHARTER SCHOOL

The CEO or designee will, annually, recommend to the Board the employment and retention of necessary, qualified staff and provision of required facilities, programs and services to provide for the needs of students with disabilities.

The CEO or designee shall develop procedures for evaluating the effectiveness of the school's Special Education Plan and shall periodically report to the Board the criteria and results of such evaluation.

Guidelines

Each student with a disability shall be educated pursuant to an IEP which shall provide an appropriate education in the least restrictive environment, in accordance with federal and state regulations.

The school prohibits discrimination based on disability. Students with disabilities are entitled to receive services and accommodations which will permit them to participate in school programs, services and activities as required by law.

Fiscal and Program Compliance

The CEO or designee shall establish procedures to ensure that the school complies with all federal and state law and regulations and program requirements for special education-related funding and reimbursement.

The school may coordinate with Northeastern Educational Intermediate Unit No. 19 to establish procedures, fulfill reporting requirements and participate in applicable programs.

Child Find/Outreach

The CEO or designee shall ensure that the school annually conducts awareness and outreach programs and activities designed to reach residents including parents/guardians of students with disabilities who are enrolled in the school, preschool-aged children, students who attend private schools, homeless children and children who are wards of the state.

The school's public awareness activities shall include annual publication of a written notice in newspapers and other media notifying residents about child identification activities; available special education services and programs and how to request them; and procedures used to ensure confidentiality of student information. Written information shall be published in school handbooks and on the school website.

The Intermediate Unit shall be responsible for conducting child find activities necessary to provide equitable participation services to students with disabilities who are enrolled by their parents/guardians in private schools.

Screening

HOWARD GARDNER MULTIPLE INTELLIGENCE CHARTER SCHOOL

The school shall establish a system of screening, including hearing and vision screenings. Screenings shall be conducted at reasonable intervals to determine whether all students are performing based on grade-appropriate standards in core academic subjects.

Confidentiality

The school shall maintain a system of safeguards to protect the confidentiality of students' educational records and personally identifiable information when collecting, storing, disclosing and destroying student records.

school staff shall maintain the confidentiality of student records and personally identifiable information, as required by law, regulations and Board policy.

Recording of Meetings

Except as specifically provided for within this policy, the school prohibits audio, video and electronic recording of meetings between parents/guardians and school teachers, paraprofessionals, program specialists, consultants or administrators.

An attempt to record a meeting by a parent/guardian after a verbal prohibition by school staff shall result in immediate termination of the meeting and may result in ejection from school property and possible prosecution.

The school shall permit audio recording of a meeting when a participant submits, at least five (5) days prior to the meeting, documentation that substantiates:

1. Parent or Guardian has a disability or limited English proficiency that significantly limits his/her ability to meaningfully understand or participate in the meeting's intended decision-making and recording is the only feasible means of accommodating the limitation.
2. Individual has a legitimate interest in attending the meeting but for good cause is unable to do so, and recording is the only feasible means by which s/he can meaningfully understand and participate in the decision-making.

When permission to record a meeting is granted, the school employee responsible for the meeting shall arrange to record the meeting by similar means. Such recording shall be considered part of the student's educational record and be subject to relevant law and regulations.

The school may permit videotaping of a meeting when written consent is given by all participants at the meeting.