MEMORANDUM

TO: City and County Superintendents of Education

FROM: Philip C. Cleveland- PCC
Interim State Superintendent of Education

RE: Local Education Agency (LEA) Representative LEArn and LEAd Training

The Alabama State Department of Education, Special Education Services, is pleased to announce one-day training opportunities for principals and assistant principals that serve as LEA representatives for Individualized Education Program (IEP) Team meetings. This educational and legal training will be provided by Resolutions in Special Education, Inc. (RISE) to inform LEA representatives of their legal and professional roles and responsibilities as process leaders during IEP Team meetings. The purpose of the training is to address the challenges Alabama schools face with the increasing number of legal disputes arising in regard to serving students with special needs.

The major goals of the training are to:

- Provide an overview of the Individuals with Disabilities Education Act (IDEA) rules and regulations relating to the roles and responsibilities of LEA representatives as an IEP Team member.
- Increase strategies needed for managing a legally compliant IEP Team meeting.
- Increase skills needed to support effective conflict resolution and collaboration between parents and school staff.

All participants will receive pre- and post-training surveys to ensure that the goals of the training have been fulfilled.

Attached is a location schedule for the 12 LEArn and LEAd training sessions. The STI-PD session number for the training is SESPD0012. Participants may register at any of the 12 training sites. Registration will be on a first-come, first-served, basis and will close at 45 participants per session. The agenda includes working through lunch, so participants may bring lunch or a menu will be provided at registration in order for participants to place orders at their own expense.

Please contact Mr. Joseph Eiland at (334) 242-8114 or e-mail at jeiland@alsde.edu for additional information.

PCC/JE/BJ

Attachment

cc: City and County Special Education Coordinators
   Dr. Mark Kirkemier
   Mr. Andy Craig
   Dr. Linda Felton-Smith
   Ms. Crystal Richardson

FY16-2086
# LEArn and LEAd Training for IEP Team Members Serving as LEA Representatives

<table>
<thead>
<tr>
<th>DATE</th>
<th>TRAINING SITE</th>
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| September 6, 2016 | Eufaula City Board of Education  
333 Slate Docks Road  
Eufaula, Alabama 36027  
(334) 687-1100     |
| September 7, 2016 | Clarion Inn and Suites  
1577 South College Street  
Auburn, Alabama 36832  
(334) 887-1921      |
| September 8, 2016 | Clarion Inn and Suites  
1577 South College Street  
Auburn, Alabama 36832  
(334) 887-1921      |
| October 24, 2016  | Thomasville Civic Center  
559 West Front Street North  
Thomasville, Alabama 36784  
(334) 636-9955, Ext. 8806 |
| October 26, 2016  | Butler County Board of Education  
211 School Highlands Road  
Greenville, Alabama 36037  
(334) 382-2665      |
| October 27, 2016  | Escambia County High School  
1215 South Presley Street  
Atmore, Alabama 36502  
(251) 296-0633       |
| October 28, 2016  | Robert Brown Middle School  
623 Mesopotamia Street  
Eutaw, Alabama 35462  
(205) 372-4816       |
| November 14, 2016 | Lawrence County Schools Teacher Training Center  
14505 Market Street  
Moulton, Alabama 35650  
(256) 905-2400        |
| November 18, 2016 | Madison City Board of Education  
211 Celtic Drive  
Madison, Alabama 35758  
(256) 464-8370, Ext. 233 |
| January 18, 2017  | Autauga County Chapter One Center  
131 Washington Street  
Prattville, Alabama 36067  
(334) 322-8375        |
| February 7, 2017  | Mobile County Professional Development Center  
Cypress Auditorium  
1 Magnum Pass  
Mobile, Alabama 36618  
(251) 221-4218        |
| February 8, 2017  | Mobile County Professional Development Center  
Cypress Auditorium  
1 Magnum Pass  
Mobile, Alabama 36618  
(251) 221-4218        |

For further information, please contact  
Mr. Joe Eiland at (334) 242-8114 or e-mail at jeiland@alsde.edu.