

## Concord School District Policy #625

### Special Education Manual

The Concord School Board has authorized the superintendent to draft a manual of *Special Education Policies and Procedures* for use by the District.

The Concord School Board adopts the following procedure to ensure annual review and periodic amendments to the manual of special education policies and procedures.

1. The Superintendent is hereby authorized to annually review and update the *Special Education Policy and Procedures* manual without Board approval, provided that each change in the procedures will be dated and identified as a Superintendent's Addition.
2. Changes or additions adopted by the Superintendent shall be minor in nature and will not involve additional staffing or other major personnel issues or increased expenditures for special education services. Changes will be consistent with NH Department of Education changes in administrative rules.
3. The Board will periodically review the manual at least every three (3) years. The Board will signify either its concurrence or its request to confer with the Superintendent regarding suggested amendments. Until and unless the Board decides that certain amendments are necessary, the manual, as reviewed and amended by the Superintendent, shall have the force and effect of District policy and shall be published and distributed as such.

Adopted July 6, 2010. Reviewed December 1, 2014.

\* Also Policy #575