

Inclusive Administration: Practical Tips for the Busy Administrator

- 1. Create an inclusive atmosphere on your campus**
- 2. Be a good communicator: open lines between parents, teachers, and administration**
- 3. Follow an agenda at IEP meetings**
- 4. Practice negotiation and conflict resolution skills**
- 5. Have methods in place to “find” all children with disabilities within the service area of your school, including children in private schools**
- 6. Understand that Least Restrictive Environment is not always the general education classroom - placement is determined by the IEP team**
- 7. Know the sections of the IDEIA that relate to discipline to ensure that students continue to receive a FAPE**
- 8. Stay abreast of changes in the law**
- 9. Understand the differences between Section 504 of the Rehabilitation Act and IDEIA**
- 10. Know where to find resources**