This innovative training, targeted for all educators involved in the Planning and Placement Team (PPT) process, is differentiated into three levels to meet the diverse needs of Connecticut school districts. Focused on five key principles, the training addresses special education laws and procedures, improving student outcomes, improving quality of individualized education programs (IEPs), strengthening school and family partnerships, and decreasing the number of state complaints.

**Target Audience:**
- Building Administrators
- Special Education Administrators
- Related Services Professionals
- Special Education Staff
- Reading Specialists and
- Other General Education Staff who are part of the PPT Process

**Learner Outcomes:**
- Prepare PPT members to effectively participate in the PPT process
- Review and align practices for implementation of Individuals with Disabilities Education Act (IDEA) requirements
- Analyze a variety of IEPs for quality and alignment with regulatory requirements
- Prepare PPT chairpersons to effectively manage PPT meetings (Level 3 only)

**TRAINING STRUCTURE**

<table>
<thead>
<tr>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
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<td>(3 Days)</td>
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**Training Focus:**
- Level 1: Special Education Laws, Policies and Procedures
- Level 2: PPT Training on IEP Quality
- Level 3: PPT Chairperson Training

Levels 1 & 2 are required for all participants. After completing required Levels 1 & 2, this training is highly recommended for those who will serve in the PPT Chairperson Role.

Training for 2020-2021 will be offered in two delivery options:

1. **In-District Training** or consortia on a first-come basis, based on the availability of the trainers. Districts are responsible for providing space and food, selecting training dates, and guaranteeing and committing to 40-50 participants from one or more districts joining a consortium. Please contact the SERC representative listed to the right.

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2. **Regional training for district teams** on pre-scheduled dates at each RESC. Please contact your RESC director listed to the right.

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**Deadline for 2020-2021 Training Requests:** May 1, 2020