

Student Services Division
PARENTAL PRIOR NOTICE OF DISTRICT PROPOSAL

Student Name: _____ Grade: _____ DOB: _____ ID#: _____

Date Sent: _____ Written notice 1 Written notice 2 Other Date of telephone notice: _____

Dear Parent/Guardian/Student:

Federal regulations require that parents/guardians or legally recognized adult students be provided with prior written notice each time the District proposes to initiate or change the identification, evaluation, educational placement or the provision of a free appropriate public education (FAPE) for your child. The District proposes action(s) described below:

1. Proposed Action(s):

- Evaluate and identify student's special education needs
- Determine student eligibility for special education programming
- Develop an Initial/Annual Individualized Education Program (IEP) and educational placement
- Review/revise Individualized Education Program (IEP)
- RE-EVALUATE student's special education needs and continued eligibility for special education services
- Change in special education placement
- Change in special education related services
- Develop transition services and/or postsecondary goals beginning at age 14
- Conduct a manifestation determination and propose a disciplinary change of placement
- Other: _____
- Additional description of proposed action, if necessary: _____

2. The reason this action is proposed:

- | | | |
|--|---|--|
| <input type="checkbox"/> Academic concerns | <input type="checkbox"/> Health concerns | <input type="checkbox"/> Behavior concerns |
| <input type="checkbox"/> IEP development review | <input type="checkbox"/> Speech/language concerns | <input type="checkbox"/> Teacher concerns |
| <input type="checkbox"/> Evaluation/reevaluation results | <input type="checkbox"/> Parent/guardian concerns | <input type="checkbox"/> Student concerns |

3. Other options considered by the District before proposing the above were:

4. The above options were rejected because:

5. The following evaluation procedure, assessment, record or report was relied upon when proposing the action:

6. The factors relevant to the proposed action(s) are described below:

- | | | |
|--|---|---|
| <input type="checkbox"/> Parent concerns | <input type="checkbox"/> Student concerns | <input type="checkbox"/> Staff concerns |
| <input type="checkbox"/> Other: _____ | | |

7. At your earliest convenience, please:

- Complete the enclosed form(s) and return to: _____
- Arrange a meeting to discuss the above action(s) as described

8. If you have any questions, or need assistance, please call:

_____ at _____

Your child has procedural protections under the IDEA. These protections are explained in the "Explanation of Procedural Safeguards Available to Parents of Children with Disabilities." If this prior notice is given to you as part of your child's initial referral for evaluation or in conjunction with your child's annual IEP, the procedural safeguards accompany this notice. If a copy of the procedural safeguards is not enclosed and you would like a copy, or if you would like help in understanding the content, please contact _____ at _____.

Principal or Designee (person completing form)