

PRIOR WRITTEN NOTICE OF DISTRICT'S PROPOSAL/REFUSAL

Suspension/Disciplinary Action
Hancock County Schools

Student's Full Name: _____ Date: _____
School: _____ DOB: _____
Parent(s)/Guardian(s): _____ Grade: _____
Address: _____ WVEIS #: _____
City/State: _____ Telephone: _____

Dear _____,

As a result of:

___ a Student Assistance Team (SAT) meeting conducted on _____,
___ an Eligibility Committee (EC) meeting conducted on _____,
___ an Individualized Education Program (IEP) Team meeting conducted on _____,
 a disciplinary action occurring on _____,
___ other _____.

the district is providing you with written notice of the district's ___ proposal / refusal of the following action(s) with regard to:
___ the educational evaluation or reevaluation of the student.
___ the identification of the student as having a disability.
___ the educational services and/or placement of the student.
___ the provision of a free appropriate public education (FAPE) to the student.
 other Suspend student for 10 days. Conduct and IEP meeting to determine if the misconduct was a manifestation of the student's disability.

Specifically, the district is proposing the team may make a recommendation to Hancock Count Schools superintendent for further disciplinary action which could include expulsion.

The district is proposing or refusing this action because: the student violated the Safe Schools Act. In accordance with Policy 2419 and IDEA 04, the IEP team must determine if the conduct was a manifestation of the disability before implementing further disciplinary action.

The evaluation procedure(s), assessment(s), record(s) or report(s) the district used as a basis for the proposed/ ___ refused action are: Discipline report, WV Code of Conduct and State Law, Student's IEP, Parent information, teacher reports and observations.

Other options considered include: Student returns to the school setting following the 10 day suspension.

The reasons the above options were rejected are: The nature and severity of the behavior and violations of the Safe Schools Act require a recommendation for further disciplinary action after the initial suspension.

Other factors relevant to the district's proposal / ___ refusal are: Prior to the final day of suspension, IEP team will convene and determine if behavior is a manifestation of the disability. Notice of meeting will be provided. After the IEP steps will be taken to ensure student receives services and supports to progress in curriculum.

Exceptional students and their parents have protections under the procedural safeguards. A copy of the Procedural Safeguards Brochure and assistance in understanding the provisions of the procedural safeguards may be obtained by contacting the Director of Special Education at 304-564-3411, as appropriate, the local Parent Educator Resource Center at _____ and/or the West Virginia Department of Education, Office of Special Programs at 304-558-2696 or 1-800-642-8541.

Sincerely,

Signature/Position

Date