

## **CHARTER SCHOOL SERVICES TO CHARTER SCHOOLED STUDENTS AGES 5-21**

### **Parent Withdrawal to Charter School – Student with a Disability**

When a parent withdraws their child from a CCSD school and enrolls in a Charter school the resident district (CCSD) is responsible for case management and providing FAPE. These are public schools and are treated as the student's neighborhood school.

- Upon enrollment, the charter school will notify CCSD that the student is there.
- CCSD schedules a conference call IEP meeting with the charter school and parents.
- If possible, have the special education director or designee in attendance.
- You may hold this meeting without the parents if they do not wish to participate.
- Appropriateness of placement is determined and services are identified.
- Placement Service Options
  1. Student attends charter school and is brought to attendance area school for SDI.
  2. Student is determined to be ineligible and an ineligibility form is signed by the team. Case manager to complete the **Prior Notice of Special Education Action Form**.
  3. Team initiates an early 3-year re-evaluation to determine if the student is still eligible and needs services. If the parent isn't willing to cooperate, the student can be found "ineligible" based on a lack of information.
  4. Parents may also revoke consent for initial placement into special education.
    - ✓ Notify the special education director should this occur.
    - ✓ The special education director will complete the **Prior Notice of Special Education Action Form**.

### **Initial Eligibility for a Charter School Student**

The following procedures will need to be completed as with any referral:

- **Child Find** - The District is responsible for the identification and evaluation of any student within its jurisdiction. The parent may refer a charter school student to determine eligibility for special education services or a previously served student may be already identified.
- **Written Prior Notice** – CCSD schedules a conference call SET meeting with Charter school and parents.–
- **Evaluation** – Must be evaluated in all areas of suspected disability.
- **Eligibility** – After eligibility has been established, offer the parents an IEP. Have the draft at the meeting.
- **Service/Placement Options:**
  1. Accept the IEP services - They must accept the IEP services in their entirety and services will be provided at the public school during school hours.
  2. Team determines there is no educational impact in the Charter School setting and the student is found "not eligible". Case manager to complete the **Prior Notice of Special Education Action form**.

3. Refuse IEP services – If the parents do not want services you must:
  - ✓ Have the parents sign the **Prior Notice of Consent for Initial Provision of Special Education Services** declining consent.
  - ✓ Complete a **Prior Notice of Special Education Action** form indicating the parent as declined services and offering a re-evaluation should the parents request services in the future.
  - ✓ No further follow-up is needed.

### **Charter School 3-Year Evaluations**

These must be completed whether the parents participate or not.

- The student may be made ineligible due to lack of data and information if the parents refuse to present the child for testing or they do not sign consent that requires parental permission.
- If this occurs, find the student ineligible and complete a **Notice of Special Education Action** form indicating the district stands ready to do a more complete evaluation should the parents change their mind.
- Parents may also request, in writing, that their child be removed from special education altogether.
  - ✓ Notify the special education director should this occur.
  - ✓ The special education director will complete the Prior Notice of Special Education Action.