



Health Care Plan and 504 Plans

A Health Care Plan will address student health related needs in the school setting. IF a parent would like to proceed with a 504 plan this is a brief overview of the 504 process. The Building Coordinator will have a Parent Handbook to share with parents regarding the 504 process.

IDENTIFICATION AND REFERRAL PROCEDURES

District staff must refer any student suspected of having a disability under Section 504 that may require special accommodations, instruction, adaptations, or related aids and services in order to receive a free appropriate public education. Referral sources for a student suspected of having a physical or mental impairment that substantially limits a major life activity may include teachers or other certified school employees, his/her parents or community agencies. All referrals will be submitted to building coordinator for the building the student attends.

The team will consist of persons knowledgeable about the student's individual needs, the meaning of the evaluation data, and options for placement, strategies and interventions. The building's Section 504 Coordinator will monitor the composition of the team to ensure that qualified personnel participate.

The team will promptly consider the referral and based upon a review of the student's existing records, including academic, social and behavioral records, make a decision as to whether further evaluation is appropriate.

EVALUATION

When a parent or other referral source submits to the building team a specific request for an evaluation, assessment, or related services, regardless of the specific phrasing of the request, the district will, within 15 school days, take one of the following steps:

1. Schedule a team meeting.
2. Complete the Section 504 Referral/Evaluation Planning form.
3. Provide parent his/her Section 504 procedural safeguards.

The team will develop an evaluation plan based on information needed to determine the nature of the student's disability and the impact of the disability upon the student's education. This information shall include information from a variety of sources, including, but not limited to, aptitude and achievement tests, teacher recommendations, reports of physical condition, social and cultural background and adaptive behavior. The evaluation also will include consideration of any behaviors that interfere with regular participation of a student who otherwise meets the criteria for participation in the education program and/or district activities. Upon completion of the evaluation plan, the team shall obtain written

consent from the parent to evaluate the student under Section 504. The district will adhere to a timeframe of 30 school days from receipt of the parent's consent to initial evaluation to the convening of a 504 team meeting to determine eligibility.

Final determination of a student's 504 eligibility will not be made by the team without first inviting the parent(s)/guardian(s) of the student to participate in the meeting concerning such a determination.

The team will document evaluation results and the eligibility determination. The parent(s)/guardian(s) of the student will be notified of the team's eligibility determination and will be provided with the Section 504 procedural safeguards, including the right to an impartial hearing and review.

MONITORING OF STUDENT PERFORMANCE / PERIODIC REEVALUATION

The building 504 coordinator will collaborate with the student's teachers to annually monitor the performance of each student with a disability and the effectiveness of the student's individual 504 plan.

The team will provide for reevaluations (triennial unless specified otherwise on the 504 plan or more frequently if conditions warrant) to determine whether the special accommodations, instruction, adaptations, or related aids and services are appropriate to ensure the needs of the student are met as adequately as the needs of non-disabled students.

Prior to any subsequent significant change in the educational program of a student with a disability, the team will conduct a reevaluation of the student's needs.