

Section 504	Manifestation Determination Guide	Meeting Date
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Student:
School District:

Date of Birth:
Building:

Meeting Participants

Name	Title	Name	Title
	Parent(s)		Administrator

Code of Conduct Violation:

Timelines: Within 10 school days of any decision to change the placement of a student with a disability because of a violation of a code of conduct, a manifestation determination must be made. This determination is made prior to implementing a disciplinary removal of more than ten (10) consecutive school days or a pattern of short-term removals that cumulate to more than ten (10) school days in a year that would constitute a significant change of placement.

Date the code of conduct violation occurred:

Date of the school district's determination that the potential disciplinary action would constitute a change of placement:

504 Team Review: The following information was considered:

- Evaluation and diagnostic results
- Information from the parents or guardian
- This individual's 504
- Staff observations
- Other:

Behavioral Background Information

1. Has there been a history, previously documented or not, of behavioral concerns for this student?
If "No," proceed to the Manifestation Determination section.
If "Yes", briefly describe the history of behavior concerns:

2. Does the history of behavior concerns include behavior similar to or related to the behavior that was a code of conduct violation?
Comments:

3. Has a functional behavioral assessment (FBA) been completed for this student?
If "Yes," what function of the student's behavior(s) of concern was identified?

Is this function related to the behavior that was a code of conduct violation?
Comments:

4. Have the behavior(s) of concern been considered in developing the current 504?
Comments:

5. Has the behavior(s) of concern been addressed through accommodations or in a behavior intervention plan (BIP)?
Comments:

6. Have these interventions been matched to the identified function of the behavior(s) of concern?
Comments:

7. Will the supports and services specified in the 504 and/ or the behavioral intervention plan meet this student's future behavioral needs?

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Comments:

Additional Information

1. Are there any unusual circumstances involved such as possession of or selling illegal substances, possession of a weapon, or the behavior resulted in property damage or bodily injury? Any pending legal action?

Manifestation Determination

1. Was the code of conduct violation caused by or has a direct and substantial relationship to this individual's disability?

2. Was the code of conduct violation the direct result of the school's failure to implement the 504 Plan?

⇒ If the team agrees that either question is accurately answered "Yes", the behavior is a manifestation of this individual's disability. Disciplinary action constituting a change in placement cannot be taken. Conduct an FBA and develop a BIP. If a BIP already exists review and modify to address the behavior or consider conducting a disability suspect.

⇒ If the team agrees that both questions are accurately answered "No", the behavior is not a manifestation of this individual's disability. Disciplinary action constituting a change in placement may be taken.

Final Decision

- The team reached consensus that the behavior IS a manifestation of this individual's disability.
- The team has determined that the behavior in question is NOT a manifestation of disability.
- The team did not reach consensus. (Attach written notice, informing the parents of the team's determination and recommendation for action.)

Note: If expulsion is recommended to the board and implemented, details related as to whether or not the student may reapply for admission and whether, or not, educational services will be provided by the school during the disciplinary period should be included in a final notification letter, after the school board has made its ruling.