

MANIFESTATION DETERMINATION DOCUMENT DETAILS

The Manifestation Determination document is usually found within the “Other” Document Group, and it is used as needed in addition to other plans, although there is no link between the documents in the system. It is used in instances where a student with a plan exhibits behavior that would normally result in disciplinary action to determine if the behavior is a manifestation of their disability.

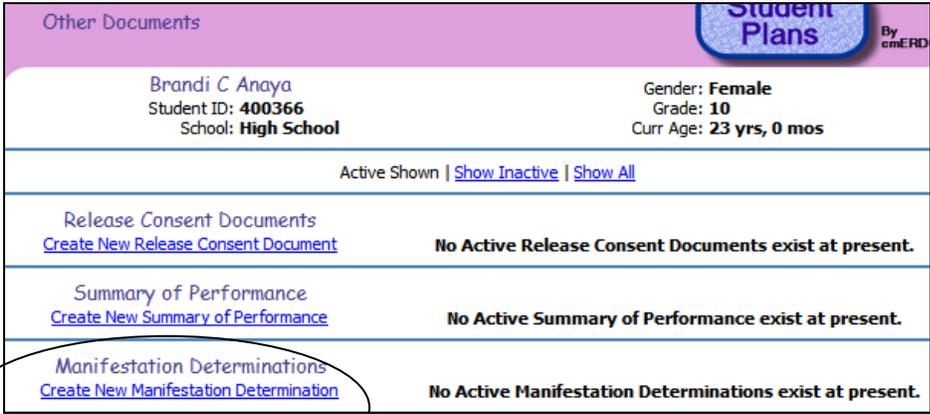
****DUE PROCESS NOTE:***

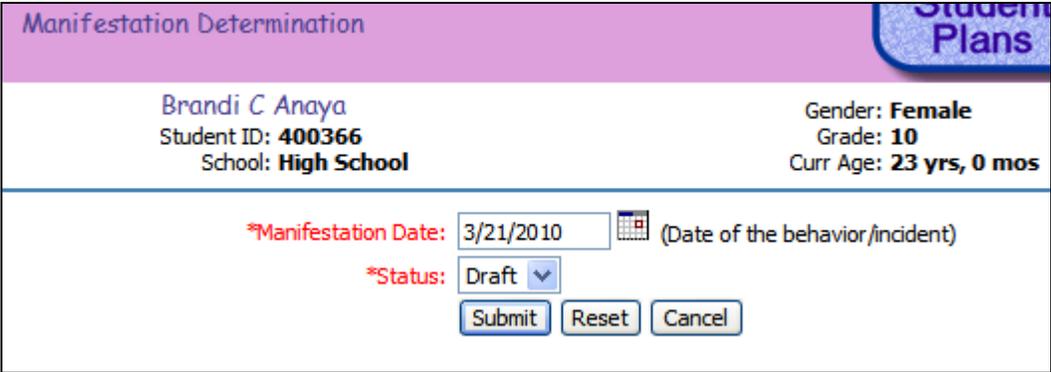
A Manifestation Determination meeting must be held within 10 days of a suspension that will last 10 days or more in length OR when a series of removals total more than 10 cumulative school days in a school year. Please contact the Assistant Director when completing these forms.

Manifestation Determination

The Manifestation Determination document contains one section that must be completed before the document can be finalized:

Manifestation Information

1.	Click on Other document link on Plan menu bar.	
		
2.	In the Document Group, click Create New Manifestation Determination.	The Manifestation Determination date page is displayed.

		
3.	Click in the Manifestation Date box and enter the date of the manifestation.	Note that the current date is entered by default, but you will often need to change it for this document type.
4.	Click the Submit button.	The Manifestation Determination Information page is displayed with information to be completed.
5.	Click in the radio buttons, checkboxes, drop-down menus, and text boxes to fill in or change all of the required information for this document according to your district's guidelines.	<p>The items labeled with red text and an asterisk (*) are required information that must be filled in if they're not already.</p> <p>If you don't know all of the information at this time, you may leave some of it blank, but you'll need to come back later and fill it in before you can finalize the document.</p> <p>In the Step 3 section, you must check whether this IS or IS NOT a manifestation of the student's disability.</p>

Manifestation Determination Form for Brandi C Anaya was successfully created. You may now enter/verify the information.

Brandi C Anaya
 Student ID: **400366**
 School: **High School**

Gender: **Female**
 Grade: **10**
 Curr Age: **23 yrs, 0 mos**

*Manifestation Date: (Date of the behavior/incident)

*Date of Team Meeting:

*Description of behavior/incident subject to review:

Step 1: The IEP team must review:
 • All relevant information in the student's file, including the student's IEP
 • Any teacher observations
 • Any relevant information provided by the parents

Comments:

Step 2: The IEP team must determine whether the IEP is appropriate
 If it is not, the team must revise it and provide the parent a notice of proposed changes.

Yes No Clr The IEP is appropriate.

Step 3: The IEP team must determine:

Yes No Clr a) If the conduct in question was caused by, or had a direct substantial relationship to, the student's disability; or

Yes No Clr b) If the conduct in question was the direct result of the school's failure to implement the IEP.

Step 4: The behavior is considered a manifestation of the student's disability if the team answered "yes" to either a) or b).

***Therefore:**

- The Behavior is a manifestation of the student's disability.
- The Behavior is not a manifestation of the student's disability.

5. Click the Submit button

A message is displayed indicating that the information was saved.

6. Click on Check Completeness on the menu Make final or click Not Yet to go back and complete information

Manifestation Determination Completeness Check

Student Plans

Brandi C Anaya
 Student ID: **400366**
 School: **High School**

Gender: **Female**
 Grade: **10**
 Curr Age: **23 yrs, 0 mos**

		Section	Messages
Edit	✓	Student Information	Complete
Edit	✓	Manifestation Information	Complete

Congratulations! This Manifestation Determination Document is Complete!
You may now make this Manifestation Determination Document Final if you wish.

Make Final
Not Yet

7. Print Manifestation Form

cmERDC Public Schools X
 3550 Lexington Ave
 Arden Hills, MN 55112

MANIFESTATION
 DETERMINATION

Student Name: Brandi C Anaya ID#: 400366
 School: High School Grade: 10 D.O.B.: 3/14/1987

Date of behavior/incident subject to review: 3/21/2010 Date of team meeting: 3/24/2010

Description of behavior/incident subject to review:
Description of behavior/incident subject to review:

Step 1: The IEP team must review:

- All relevant information in the student's file, including the student's IEP
- Any teacher observations
- Any relevant information provided by the parents

Step 2: The IEP team must determine whether the IEP is appropriate. Yes No
 If it is not, the team must revise it and provide the parent a notice of proposed changes.

Step 3: The IEP team must determine: Yes No

a) If the conduct in question was caused by, or had a direct substantial relationship to, the student's disability; or

b) If the conduct in question was the direct result of the school's failure to implement the IEP.

Step 4: The behavior is considered a manifestation of the student's disability if the team answered "yes" to either a) or b).

Therefore: The behavior is a manifestation of the student's disability.
 The behavior is not a manifestation of the student's disability.

IEP Team members present:

Name / Title	Name / Title
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