

Sample Written Notice – ESER Amendment

1. Description and explanation of proposed/refused action:

Amend ESER

Propose amending Evaluation Summary and Eligibility Report (ESER) dated 9/10/2013 to include writing as an identified area of need. IEP was amended to include the additional data and writing goal.

2. Reason for proposed or refused action:

Team had met to review data regarding Student's writing difficulties. Team decided to provide intensive intervention in this area for a period of four weeks with the special education teacher. During this time, the teacher provided instruction with an effective writing program, however, the student showed minimum progress. School psychologist reviewed all data and included a recommendation for specialized instruction. Team determined that student requires additional intensive intervention in the area of writing to be successful. IEP was amended to include services in writing.

3. Description of evaluation procedure, test, record, or report used in deciding to propose or refuse action:

Sources of information reviewed included school psychologist report, IEP, writing assessment data, writing intervention progress monitoring, parent and team member input.

4. Description of other options considered, if any, and the reason for rejecting them:

Considered continuing intervention with special education teacher rather than special education services for writing. It was determined that the need was severe enough that Student evidences a disability in writing and that continued intensive specialized instruction in writing was needed to bridge the gap between the student's skill level and that of her peers.

5. Other factors which are relevant to the proposal or refusal:

Parent did not want to have student receive special education services for writing as well as the other areas. She was concerned that this was too much; however, parent agreed to service. Parent was offered a copy of the Notice of Procedural Safeguards.

Parent & Team agree to:

Amend ESER and IEP immediately. IEP and ESER have been sent to parents.