

Sample Written Notice – FBA, BIP development

1. Description and explanation of proposed/refused action:

Completed FBA, developed BIP and amended IEP

District completed Functional Behavior Assessment (FBA) with existing data and interviews. Team developed Behavior Intervention Plan (BIP). IEP is amended to reflect that a BIP is in place for Student.

2. Reason for proposed or refused action:

Student's behaviors of running from the classroom and kicking teachers were interfering with her entire school day and Student as well as classmates has been unable to learn. Team determined FBA would be appropriate to determine the potential causes of the behaviors. Team met to review the data gathered through the FBA and determined that a BIP would appropriately address her needs. Team developed BIP and amended IEP to reflect the addition of a BIP as part of the IEP document.

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

Sources of information reviewed included existing data and interviews: IEP progress reports, classroom and academic data, previous evaluation reports, student observation, student, parent and team member input/interviews.

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

No other options were considered at this time.

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

Parent was provided Procedural Safeguards Notice. Copy of the FBA, BIP, and amended IEP will be sent home when finalized.

Parent & Team agree to:

Amend IEP – IEP sent to parent