

MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT

PREVIOUS ENROLLMENT/TEMPORARY PLACEMENT

Rule 340.1722e of the Michigan Special Education Rules provides that a student enrolled in special education in another school district, upon transfer to a new district, and upon written consent of the parent, may be placed immediately in an appropriate special education program for a period not to exceed *thirty (30) school days*.

§300.614(a)(C)(ii) of the Individuals with Disabilities Education Improvement Act of 2004 provides that if a child enrolls in a new school after an evaluation has begun in a previous district, the parent and the subsequent district need to agree when the evaluation will be completed.

Sending District _____	CIMS Student No. _____
Current School District _____	School Building _____ Grade _____
Student's Name _____	Birthdate _____
Student's Address _____	Phone _____
Student's Social Security Number _____	Ethnic Group _____

Option 1: The school district will implement the current individualized education program. (IEP from previous district.)

Option 2: The school district recommends the student be placed in an *appropriate program or service and an individualized education program team (IEPT) meeting be convened within 30 school days. An IEPT meeting will be convened by: ___/___/___.

Student's Disability: _____ *Program: _____ Hours in Program: _____

Assigned Special Education Teacher: _____

Other *Services	Hours Per Week	Service Provider
Speech		
Social Work		
O/T		
P/T		
Other		

Special Transportation: Yes No

Initial Evaluation: For a student who transfers during the course of an initial evaluation, identify the date by which the evaluation will be completed and an IEPT meeting convened: ___/___/___.

Consent:

_____ / _____ / _____
 Parent/Guardian/Surrogate Date

Note: If the parent does not provide consent for placement, then the school district will implement the student's current individualized education program to the extent possible and an individualized education program team meeting shall be convened to develop a new individualized education program as soon as possible, but not later than 30 school days.

A copy must be provided to all service providers.

TEMPORARY PLACEMENT OF A TRANSFER STUDENT

DIRECTIONS:

#1: GREEN BOX

Once a parent and new student arrive...

- Secretary registers new student.
- If parent identifies their child as a special education student, secretary fills out as much of the first five lines (of 30-day form) as possible with the parent.
- Parent signs a release of information for previous school to release educational information.
- If the parent does not have the current IEP to look at, the school counselor or social worker will call the previous school to have it faxed ASAP. (Do not have the parent sign an incomplete temporary placement.)

#2: AQUA BOX

Once the IEP arrives...

- School counselor or social worker consult(s) with special education staff, current IEP and parent to determine appropriate program and services to offer the student for the 30 days.

#3: ORANGE BOX

- Once the special education program to be offered has been determined with the special education staff, the parent is asked to sign the completed 30 Day Temporary Placement Form.
- Once the parent signs, the counselor or social worker calculates 30 school days beyond the date the parent signed and includes this date on the form.
- The student begins receiving special education program and/or services.

FINALLY

Completed copy only goes to:

- Parent
- Special Education Advocate
- CA-60
- NSU-so Louann can get the student into the special education system (MI-CIS)
- Ancillary Service(s) Provider (i.e., Speech, Social Worker, OT, PT, etc.)