

Notice in Understandable Language

The open-enrollment charter school must give the parent prior written notice (provide the parent certain information in writing), within a reasonable amount of time before it:

- (1) proposes to initiate or to change the identification, evaluation, or educational placement of the child, or the provision of a free appropriate public education (FAPE) to the child; or
- (2) refuses to initiate or to change the identification, evaluation, or educational placement of the child, or the provision of FAPE to the child.

The prior written notice must be:

- (1) written in language understandable to the general public; and
- (2) provided in the parent's native language or other mode of communication the parent uses in accordance with the school's policy on use of parents' native language.

Content of Notice

The prior written notice must:

- (1) describe the action that the open-enrollment charter school proposes or refuses to take;
- (2) explain why the open-enrollment charter school is proposing or refusing to take the action;
- (3) describe each evaluation procedure, assessment, record, or report the open-enrollment charter school used in deciding to propose or refuse the action;

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- (4) include a statement that the parent has protections under the procedural safeguards provisions in Part B of IDEA;
- (5) tell the parent how the parent can obtain a description of the procedural safeguards if the action that the open-enrollment charter school is proposing or refusing is not an initial referral for evaluation;
- (6) include resources for the parent to contact for help in understanding Part B of IDEA;
- (7) describe any other options that the child's ARD committee considered and the reasons why those options were rejected; and
- (8) provide a description of other reasons why the open-enrollment charter school proposed or refused the action.

Date Adopted by Governing Body/Board: 1/9/13

Date Revised: [DATE]