



Minnesota Valley School
801 Davis Street
St. Peter MN 56082
Tel (507) 934-5420

Prior Written Notice

Student: Polly PAES-Lab ID: 4564564564564
 School: Minnesota Valley School Grade: 11 Birth date: 01/01/2004

Date Sent: 08/27/2021

Dear :

You are receiving this notice because the school district is proposing or refusing action(s) regarding your child's identification, evaluation, educational placement or free appropriate public education (FAPE).

1. Action(s) Proposed or Refused

The District is proposing to modify Polly's IEP to include services and participation in the Practical Exploration Assessment System (PAES) lab.

2. Explanation: Why each action is proposed or refused

The team decided that participation in the lab will increase Polly's on-the-job skills, give her the opportunity to explore career options, and allow for further collection of data on her level of competitive employability compared to peers of her age.

3. Sources of Information: Basis for proposed or refused action

- Parent's input
- Teachers' input
- Work Coordinator input
- Review of Polly's progress on current IEP goals and objectives
- Review of Polly's school record (grades, enrollment history, attendance, etc.)

4. Other options considered and why those options were refused

The team considered not having Polly attend the PAES lab and continue taking a full schedule of courses at her school. Because it is Polly's goal to work as independently as possible after graduation, the team decided that going to the PAES lab was the best option to gather information on her current skill level and expose her to the skills needed or the world of work.

5. Additional factors relevant to the district's proposed or refused action.

No other relevant factors were identified by the Team.

Your Rights

For initial evaluation or initial placement and provision of special education services:

- The school district will not proceed with the actions proposed in this notice without first receiving your prior written consent.
- If you provide written refusal to an initial evaluation or the initial provision of special education services, the school district may not override your decision.

For other actions:

For other actions, the school district **will** proceed with the proposed or refused action(s) in the prior written notice **unless**:

- you object in writing within 14 calendar days
and
- you either request a conciliation conference, a meeting with appropriate Individualized Education Program (IEP) team members, file an impartial due process hearing, or you request a mediation or a facilitated team meeting.

What happens if I object to the action?

- You have the right to a conciliation conference if you request one. If you request a conciliation conference, the school district must hold the conciliation conference within 10 calendar days from the date of your request, and the school district will not proceed with the proposed action(s) or refusal(s). (See definition below). This request is made to the school district.
- You have the right to request a meeting with appropriate members of your child's Individualized Education Program (IEP) team to address the specific objections, and the school district will not proceed with the proposed action(s) or refusal(s). This request is made to the school district.
- You have the right to request a due process hearing in order to resolve the disagreements, and the school district will not proceed with the proposed action(s) or refusal(s). The school district may also request a due process hearing. This request is made to the Minnesota Department of Education (MDE).
- You have the right to request mediation or a facilitated team meeting to resolve the disagreement. This is a voluntary process, so both you and the school district must agree to participate in the process. If you make this request, the school district will not proceed with the proposed action(s) or refusal(s). This request is made to the Minnesota Department of Education (MDE).

Procedural Safeguards of the Individuals with Disabilities Education Act

A procedural safeguards notice or parental rights document explains some of the special education rights and procedural safeguards available to parents under federal and state law. For example, you will find information about when you need to provide written consent (agreement), how your child's records are protected, and your options if you do not believe your child is receiving appropriate special education services.

The school district must provide you with a notice of your procedural safeguards at least once per year and upon your request. You can get a copy of these safeguards by contacting:

Kelsey Jaycox-Hutchins, Transition Coordinator

[Name and Title/Role]

(507) 934-5420 Ext. 8220

at [telephone number]

khutchins@mnved.org

or [email address]

Procedural safeguards offered to parents by KJH (Initials) on 08/26/2021

Other Resources and Contact Information:

If you would like help in understanding what this prior written notice means, you can contact:

- PACER Center at 952-838-9000 or www.pacer.org
- The Arc Minnesota at 952-920-0855 or <https://arcminnesota.org/>
- Minnesota Department of Education at 651-582-8689 or <http://education.state.mn.us/mde/index.html>
- Minnesota Disability Law Center at 612-334-5970 or www.mylegalaid.org

Definitions:**Alternative Dispute Resolution:**

Alternative dispute resolution includes mediation and facilitated team meetings. Both you and the school district would need to agree to participate in mediation or a facilitated team meeting. The process is free and involves an impartial person provided by the state to help you and the district resolve differences while keeping the focus on the student's needs. For more information, here is a link to MDE's webpage:
<https://education.mn.gov/MDE/fam/sped/conf/>.

Conciliation Conference:

A conciliation conference is a meeting with the parent and school staff to resolve disagreements about the school district's proposed or refused actions described in the prior written notice. A conciliation conference must be attended by at least a parent and a school staff person with authority to resolve the dispute. The school district must hold the conciliation conference within 10 calendar days from the date it receives your request.

District Use Only:

Date form given or mailed to parent: 08/27/2021

 Minnesota Valley School 801 Davis Street St. Peter MN 56082 Tel (507) 934-5420	<h2 style="margin: 0;">Parental Consent/Objection</h2>
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Student: Polly PAES-Lab ID: 4564564564564 Date: 08/27/2021
 School: Minnesota Valley School Grade: 11 Birth date: 01/01/2004

Dear :

The school district seeks your consent or objection before moving ahead with the proposed actions as stated in the enclosed Prior Written Notice sent **08/27/2021**.

Step 1: Understand Your Rights

The school district **will not** proceed with an initial evaluation or initial placement and provision of special education services without your prior written consent.

For other actions, the school district **will** proceed with the proposed or refused action(s) in the prior written notice **unless** :

- you object in writing within 14 calendar days (09/10/2021) **and**
- you either request a conciliation conference, a meeting with appropriate Individualized Education Program (IEP) team members, file an impartial due process hearing, or you request a mediation or a facilitated team meeting.

If you would like to request a mediation, facilitated team meeting, or a due process hearing, please contact MDE at 651-582-8689 or by email at mde.adrservices@state.mn.us.

Step 2: Review the school district's proposed or refused action(s) as described in the prior written notice.

Step 3: Check one of the boxes to indicate your response to the proposed or refused action(s).

- Consent:** I agree, so the school district will proceed with the proposed or refused action(s) in the prior written notice.
 or
 Objection: I do not agree and **I request a conciliation conference** to be held within ten calendar days from the date the school district receives this request to resolve my concerns and understand the school district will not proceed with the proposed or refused action(s) in the prior written notice.
 or
 Objection: I do not agree and **I request a meeting with appropriate members of my child's IEP team** to resolve my concerns and understand the school district will not proceed with the proposed or refused action(s) in the prior written notice.
 If you choose this option, please explain the specific part that you object to:

Step 4: Sign, date, and return this form.

 Parent Signature Date

This form is available in other formats. Contact the case manager for an alternate format.

Return this form to: _____

Name
Position
Phone

Address
City
State
Zip

For School Use Only:
Date Received: _____