

## Prior Written Notice

Student name Sample Student Student # \_\_\_\_\_ DOB \_\_\_\_\_ Date 4/30/2011  
Serving school \_\_\_\_\_ IEP Mgr Cindy McNeely Grade 12 Age 19 y 0 m  
Home school Tumwater High School Disability 05 Specific Learning Disability

Dear Parent/Guardian/Adult Student:

**The purpose of this letter is to notify you of the district's proposed action.**

Notification of a change of placement or change of services

**Additional explanation if required:**

n/a

**Reason for Action:**

Sample Student will no longer receive special education services from Tumwater High School when he accepts his diploma.

**Additional explanation if required:**

n/a

**Procedure(s), test(s), record(s) or report(s) used in making this determination:**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Review of school records         | <input type="checkbox"/> Review of teacher supplied information |
| <input type="checkbox"/> Review of progress toward goals/benchmarks  | <input type="checkbox"/> Classroom observation                  |
| <input type="checkbox"/> Review of information from outside agencies | <input type="checkbox"/> Student Interview                      |
| <input type="checkbox"/> Review of information provided by you       | <input type="checkbox"/> Review of test results:                |

**Other options considered and reason(s) for rejecting them:**

Sample Student is graduating if he achieves 19 credits.

**Other relevant factors, if any:**

n/a

You have previously received a copy of the *Notice of Procedural Safeguards* booklet. If you need another copy or would like help in understanding the content, please contact me at the number below.

If you have any questions or concerns, please call me.

Cindy McNeely  
(Name)

Teacher  
(Position)

360-709-7690  
(Phone)