



Los Angeles Unified School District

Dear Parent/Guardian of _____ Date of Birth __/__/__
Student ID#: _____

This is to inform you that we have reviewed your request for special education evaluation. After a review of existing information, it has been determined that the request is not appropriate at this time.

This notice includes a list of the documentation used to make the decision and an explanation of the reason(s) for the District's decision, as well as a description of additional factors relevant (intervention, modifications, supporting data, etc.) to the decision. It also includes a description of other options that may have been considered and the reasons why they were rejected.

A DESCRIPTION OF EACH EVALUATION, PROCEDURE, ASSESSMENT, RECORD OR REPORT USED TO MAKE THE DECISION (mark all that apply):

- Review of Student Records Disciplinary Records State and District Assessments
- Student Success Team Logs Teacher Reports Independent/Agency Reports, dates _____
- Health/Medical Records Progress Reports Psycho-Educational Reports, dates _____
- Attendance Records Grades Observations by (name/title) _____
- Other _____

EXPLANATION FOR DISTRICT'S DECISION (insert a rationale for decision):

DESCRIPTION OF ADDITIONAL FACTORS RELEVANT TO DECISION; (insert additional factors):

OTHER OPTIONS CONSIDERED; AND REASONS WHY REJECTED (insert options and reasons):

As the parent of a child with a suspected or confirmed disability, you have protections under the procedural safeguards of the Individuals with Disabilities Education Act (IDEA) and California Education Code §56000, et.seq. A copy of "A Parent's Guide to Special Education Services (Including Procedural Rights and Safeguards)," is included for your reference.

If you have any questions or need further explanation of your rights, you may contact:

Name/Title (Print) _____ School/Office _____ Telephone _____