

## Manifestation Determination

When a student enrolled in the Special Education program receives disciplinary action, the IEP team meets to determine if the student's actions were a result of their disability. This is called a manifestation determination review (MDR).

### Manifestation Determination

Before the IEP team meets, they will need to invite the parents to the meeting.

#### **Steps** *To invite the parents:*

1. Create a **Notification of Conference**.
2. Enter the date.
3. Provide meeting details, including date, time, and location.
4. Indicate that the purpose of the conference is **Manifestation Determination Review**.
5. Fill out the rest of the document and add a signature.
6. Share the document with the parents.
7. Mark the document complete.

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At the meeting, the IEP team should review all relevant information and make a manifestation determination.

#### **Steps** *To conduct a Manifestation Determination Review:*

1. Create an **Individualized Education Program**.
2. Enter the date.
3. Select **Manifestation Determination** for the purpose of conference.
4. In Section R, click **add Manifestation Determination**.
5. Summarize relevant information.

6. Decide whether:

- The conduct was caused by or had a direct and substantial relationship to the student's disability.
- The conduct was the direct result of the school district's failure to implement the IEP.

7. Make a determination about whether the behavior was or was not a manifestation of their disability.

8. Fill out the rest of the document and add signatures on the Cover page.

9. Mark the document complete.

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After the meeting, the team should send a formal communication of the results to the parents.

**Steps** *To notify the parents of recommendations:*

1. Create a **Notification of Conference Recommendations**.

2. Enter the date.

3. Provide meeting details.

4. Select the appropriate determination:

- **Was determined that the disciplinary code violation(s) was related to your child's disability** or
- **Was determined that the disciplinary code violation(s) was not related to your child's disability**

5. Fill out the rest of the document and add a signature.

6. Share the document with the parents.

7. Marked complete.

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If the behavior was a manifestation of the student's disability, the team must:

- Review and revise the student's IEP
- Conduct a Functional Behavioral Assessment if one has not been completed yet
- Create or modify/review the Behavior Intervention Plan

If the behavior was not a manifestation of the student's disability, the district may apply relevant disciplinary procedures in the same manner as students without a disability.