Identified Students -Procedure to Determine When to Do an FBA?

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| **Identified student who have behavior concerns documented on their IEP** | | **Identified student who DO NOT have behavior concerns documented on their IEP** | |
| STEP 1:  Have Tier II interventions been implemented? | | STEP 1:  Have Tier II interventions been implemented? | |
| If yes:  proceed to STEP 2 initiate FBA/BIP | If no:  Implement appropriate Tier II interventions for example; BSP, CICO, Skill Targeted Short-term Group, etc. | If yes:  proceed to STEP 2 initiate FBA/BIP | If no:  Implement appropriate Tier II interventions for example; BSP, CICO, Skill Targeted Short-term Group, etc. |
| UNLESS the student has been suspended for 5 consecutive days OR 10-days total in which case proceed to FBA/BIP | UNLESS the student has been suspended for 5 consecutive days OR 10-days total in which case proceed to FBA/BIP |
| STEP 2:  To Initiate FBA, **contact the building sub-CSE chairperson** who will then generate Prior Written Notice and FBA consent **from IEP Direct** (using the step-by-step directions included in attached guidelines) and mail directly to parent/guardian. | | | |
| STEP 3:  Utilize FBA Planning Worksheet to develop the FBA document within 60 calendar days of receipt of written consent. | | | |
| STEP 4:  Building team meets at the completion of the FBA to:   * Review the assessment * Amend the student’s IEP to reflect the need for a BIP, if determined to be appropriate as based on the results of the FBA. * Add to the IEP that the FBA was completed and the date completed. (under “Evaluations”) * If a BIP is found to be warranted the IEP will additionally be amended to reflect this (under “Supplementary Aids”) * Complete Initial FBA Review Form and file at HGHS | | | |