

Alternative Education Assignment Procedures Off-Campus Felonious Acts

- Review the felony notification to determine adverse impact. Consult with the Division of Educational Opportunity and Access (DEOA) at 305 995-7582 to determine whether the incident can be shown to have an adverse impact on the educational program, discipline, or welfare in the school if you are unsure.
- After completing FM 7605, **Notice of Administrative Assignment to Pathways for the Commission of an Off-Campus Felonious Act**, send a copy to the parent, retain the original for the cumulative folder, scan, and e-mail a copy to alted@dadeschools.net.
- The student will be assigned to Pathways (PT code will be entered in DSIS by the DEOA).

Students-General Education

- Attach Student Service Code 76 to a Student Case Management (SCM) in the District Integrated Student Information System (DSIS).
- Attach Student Service Code R4 to an SCM in DSIS.
- After convening the parent conference (as scheduled on FM 7605), complete and e-mail FM 6564, **Conference on Off-Campus Felonious Act**, to alted@dadeschools.net.

Students with Disabilities

- Attach Student Service Code 76 to a Student Case Management (SCM) in the District Integrated Student Information System (DSIS).
- Attach Student Service Code R4 to an SCM in DSIS.
- After convening the parent conference (as scheduled on FM 7605), complete and e-mail FM 6564, **Conference on Off-Campus Felonious Act**, to alted@dadeschools.net.
- Convene an Individualized Education Plan (IEP)/Manifestation Determination Meeting chaired by an ESE Center Placement Specialist with a representative from the Division of Educational Opportunity and Access (DEOA) in attendance.
- Scan and e-mail the signature page and the conference notes of the IEP to alted@dadeschools.net.
- Scan and e-mail the manifestation determination form to alted@dadeschools.net.
- Scan and e-mail the disposition sheet completed by the DEOA staffing specialist to alted@dadeschools.net.

Students-Section 504 Accommodation Plan

- Attach Student Service Code 76 to a Student Case Management (SCM) in the District Integrated Student Information System (DSIS).
- Attach Student Service Code R4 to an SCM in DSIS.

- After convening the parent conference (as scheduled on FM 7605), complete and e-mail FM 6564, **Conference on Off-Campus Felonious Act**, to altd@dadeschools.net.
- Convene a Section 504 Accommodation Plan/Manifestation Determination Meeting chaired by an ESE Center Placement Specialist with a representative from the Division of Educational Opportunity and Access (DEOA) in attendance.
- Scan and e-mail the signature page and the conference notes of the IEP to altd@dadeschools.net.
- Scan and e-mail the manifestation determination form to altd@dadeschools.net.
- Scan and e-mail the disposition sheet completed by the DEOA staffing specialist to altd@dadeschools.net.

Students-Gifted

- Attach Student Service Code 76 to a Student Case Management (SCM) in the District Integrated Student Information System (DSIS).
- Attach Student Service Code R4 to an SCM in DSIS.
- After convening the parent conference (as scheduled on FM 7605), complete and e-mail FM 6564, **Conference on Off-Campus Felonious Act**, to altd@dadeschools.net.
- Convene an Education Plan (EP) Meeting chaired by an ESE Center Placement Specialist with a representative from the Division of Educational Opportunity and Access (DEOA) in attendance.
- Scan and e-mail the signature page and the conference notes of the EP to altd@dadeschools.net.
- Scan and e-mail the disposition sheet completed by the DEOA staffing specialist to altd@dadeschools.net.