

Step 1 - In a pattern determination required?

Review and attach the students' referral record from schooltool.

Will the current suspension/removal or proposed suspension/removal result in the student being suspended/removed from his/her regular placement for a total of *more than 10 school days during the current school year*?

If **Yes**, continue with pattern analysis as set forth below.

If **No**, stop here. Student's current of proposed suspension/removal remains unchanged, and a manifestation determination is *not* required.

Step 2 - Pattern Determination

Is the behavior that resulted in the current or proposed suspension/removal *substantially similar* to the student's behavior in previous incidents that resulted in suspension/removal?

Yes

No

OR

Does the behavior that resulted in the current or proposed suspension/removal *serve the same function* as the student's behavior in previous incidents that resulted in suspension/removal? **Yes**

No

Explain the basis for this decision

If the answer to Question 1 is **No**, continue to question 3 and indicate "no."

If the answer to Question 1 is **Yes**, continue with Question 2.

2. Additional factors:

- a. Are the lengths of the suspensions/removals substantially similar? **Yes** **No**
- b. Are the suspensions/removals close in proximity to each other? **Yes** **No**
- c. Are the behaviors that result in the suspensions/removals occurring at similar times? (day, time of day, before/after breaks, etc) **Yes** **No**
- d. Are the behaviors that result in the suspensions/removals occurring at/in similar locations? With similar individuals or staff? **Yes** **No**
- e. Are there any other relevant factors that suggest that the prior suspensions/removals constitute a pattern? **Yes** **No** If Yes, explain _____

★ Analyze the responses to Questions 1 and 2 to determine whether the suspensions/removals create a pattern, which means that the proposed suspension/removal would constitute a disciplinary change in placement. This determination is made on a case-by-case basis.

Step 3 - Pattern Determination:

Yes, a pattern exists.

No, a pattern doesn't exist.

If it is determined that a pattern exists, then the proposed suspension/removal will constitute a disciplinary change in placement. Immediately schedule a Manifestation Determination Review Team Meeting.

Regulations state that the Manifestation Determination Review Team Meeting must be held as soon as possible, but no later than 10 school days after the decision to impose a suspension that constitutes a disciplinary change in placement.

If it is determined that a pattern does not exist, then the proposed suspension/removal will not constitute a disciplinary change in placement and a Manifestation Determination Review Team Meeting is not required. The student may be disciplined in a manner similar to non-disabled peers.

Regardless of the decision for *this* proposed suspension/removal, a pattern determination will be required for each subsequent proposed suspension/removal for the remainder of the current school year.