

**CLOVER PARK TECHNICAL COLLEGE
POLICY & PROCEDURE**

CHAPTER	SECTION	TITLE	HISTORY	
5	21	HIGH SCHOOL SPECIAL EDUCATION AND 504 PLAN STUDENTS	Adopted 2013	Revised

POLICY

Northwest Career and Technical High School (NWCTHS) is a special purposes high school of choice and receives state basic education funding from the Washington State Office of the Superintendent of Public Instruction. The funding is then routed to Clover Park Technical College (CPTC) to cover the cost of education. The College, however, does not receive state special education funding for high school students who attend high school programs. NWCTHS and CPTC recognize that many of the programs they offer are well suited for some students with Individualized Education Plans (IEPs) and 504 plans.

PROCEDURE

Students with IEPs and 504 plans who come to the College for high school programs will follow these procedures:

1. The student will meet with the director or advisor of NWCTHS to determine eligibility for programs, as would any other student. During this first meeting, it will be determined if the student is to be accommodated through an IEP or 504 plan.
2. The high school director or advisor will make contact with the faculty member of the student's home high school who was responsible for the student's IEP/504 plan and discuss the level of services that the student was receiving. There will be three possible results from this discussion:
 - a. The programs at NWCTHS and the College cannot provide the least restrictive environment for the student's success and therefore the student will continue at their home high school.
 - b. The student can be successful at NWCTHS and in College programs with the accommodations stated in their plan. If these accommodations require cost to the College, there will be an agreement that the school district of residence will reimburse the College.
 - c. The student can be successful in NWCTHS and in College programs with minimal accommodations that will not incur additional cost for education. This student will be enrolled with the understanding that if it is deemed necessary to provide additional accommodations that require a cost to the College, such cost will be reimbursed by the school district of residence.
3. For students with IEPs and 504 Plans who will require accommodations by the College and NWCTHS, faculty and staff will work closely with the College's disability

support services personnel. All accommodations that occur on the College campus will be coordinated through that office.

4. The director, advisor, or a faculty member of NWCTHS will be available for the student IEP and 504 meetings at the high school of residence.
5. If a student has accommodations for state testing, then the student must return to the high school of residence to take these state assessments and provide NWCTHS with the results of these assessments.

APPROVAL:

Public Forum Date: 3/5/13

Committee: By: (signed) JR Tuttle Date: 3/5/13

President Approval: (signed) John Walstrum Date: 4/10/13