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K12: 2005-170

M E M O R A N D U M

TO: District School Superintendents

FROM: Cheri Pierson Yecke, Ph.D.

DATE: December 14, 2005

SUBJECT: **Waiver Form for the Florida Comprehensive Assessment Test**

We are pleased to provide you with the attached *Waiver of Florida Comprehensive Assessment Test (FCAT) Graduation Requirement for Students with Disabilities* form, revised November 2005. This form should be completed by the individual educational plan (IEP) team when determining whether or not a student with a disability should be waived from the requirement to achieve a passing score on the Grade 10 FCAT for graduation.

A draft version of this form was disseminated to Exceptional Student Education Directors at the Administrators' Management Meeting (AMM) in September. Feedback was received and incorporated into this final document.

We would like to highlight the changes that have been made to the FCAT waiver form as compared to the previous version.

- Page 1, paragraph 3 and page 3, item number 3: The addition of the following information, "at least twice to include March of the senior year or if not continuously enrolled in public school in Florida, at least once during each year of enrollment in grade 10, 11 or 12, including March of the senior year."
- Page 5, section 5, paragraph 1: The addition of the following information, "The signature of the principal or designee signifies that the IEP team has completed the waiver form in its entirety."
- Page 5, section 5, final directions: The addition of the following information:

  REQUIRED ATTACHMENTS AND/OR DESCRIPTIONS (DISTRICT AND STATE MONITORING USE ONLY)
  - FCAT scores and accommodations provided *(if not included on page 2)*
  - Documentation of accommodations and/or modifications provided in the classroom or other information (*see question #5)*

- Other test scores, academic history, report card, transcript, or a description of the student's performance *(see question #6)*
- Documentation of intensive remediation activities *(see question #7)*

- **Beginning with the 2005-2006 school year, we will no longer require districts to send the completed FCAT waiver forms and documentation to the Florida Department of Education. However, it is imperative for the completed form and documentation to be kept in the student's cumulative folder for district and state monitoring purposes. In addition, the diploma type for a student who graduates with an FCAT waiver must be WFW.**

If you have any questions regarding the FCAT waiver process or the use of the attached form, please direct them to the contact persons listed on the first page.

BJL/hdd

Attachment

cc: District Student Services Directors
Exceptional Student Education Directors
District Coordinators of Assessment