

Flowchart of Accommodation Requests

Virtual CDE/LDE/Award Format

2020-2021

When an advisor asks for special accommodations beyond what are written into Key Points and Concessions, follow the chart below to resolve the conflict:

1. Ask the advisor what solutions they have tried then,
2. Suggest logical solutions (Testing in Gym or Cafeteria) that have not been tried then,
3. Take any proposed solutions to the CDE/LDE Superintendant to decide if it is:
 - a. Feasible (Will it work in the given situation?)
 - b. Logical (Does it solve the issue entirely?)
 - c. Equitable (Will it create an unfair advantage for any party?)
4. If State Staff or Superintendant say "No" to proposal then move back to "2"
5. If Advisor is unhappy with decision, refer to ExecSec for appeal
6. ExecSec will:
 - a. Ask what solutions the advisor has proposed to his admins
 - b. Ask what solutions were provided by State Staff and Superintendant
 - c. Ask what solutions the advisor is currently proposing
 - d. Talk with State Staff and Superintendant
 - e. Propose Solutions that are:
 - i. Logical
 - ii. Feasible
 - iii. Equitable
7. If an agreement cannot be reached, the team will not be given special accommodations