

Area: Reevaluation

A reevaluation must be conducted if the public agency determines that the educational or related services needs, including improved academic and functional performance, of the child warrant a reevaluation or if the child's parent or teacher requests a reevaluation. A reevaluation may occur not more than once a year, unless the parent and public agency agree otherwise and must occur at least once every 3 years, unless the parent and public agency agree that a reevaluation is unnecessary.

<i>PROCEDURES</i>		<i>FORMS</i>	<i>RESPONSIBILITY</i>	<i>TIMELINE</i>	<i>SOURCE</i>
1.	The IEP Team members review existing data on the student; and based upon their review and input from the parent(s)/guardian(s), identify what additional data, if any, is needed to determine continued eligibility, present levels of performance, and educational needs of the student.		IEP Team, including the parent(s)/guardian(s)		RI Special Education Regulations, 2013 Sections: 300.303
2.	The focus of the review and evaluation planning is on the assessment of progress, responsiveness to interventions (the degree to which the special education and related services are addressing student needs), answering any specific and focused assessment or diagnostic questions, and planning future instruction and interventions.	PPS-8			
3.	If additional data is required, a consent for evaluation is obtained from the parent(s)/guardian(s).	PPS-8	IEP Team		
4.	Consent is received by the Pupil Personnel Office staff. It is dated on the day it is received.			Pupil Personnel Office	
5.	The Pupil Personnel Office staff informs the Evaluation Team of receipt of the consent form and assigns evaluations. (Evaluations must be completed within 45 calendar days of the receipt of consent.)	Assignment of Evaluations			
6.	The Pupil Personnel Office staff informs the Evaluation Team and the parent(s)/guardian(s) of date and time of eligibility meeting (meeting takes place within 60 calendar days of the receipt of the consent).	Notice of Eligibility Meeting			
7.	Evaluation begins. The evaluation of a student should be in all areas related to the disability.		IEP Team		
8.	Evaluators complete written reports that include the new assessment information <u>and</u> the existing RTI data.				

9.	Evaluators send in completed evaluation reports to Pupil Personnel Office.			
10.	Pupil Personnel Office staff send home copies of completed evaluation reports to the parents/guardians.		Pupil Personnel Staff	
11.	The team, including the parent(s)/guardian(s), discusses results and determines if the student continues to require special education and related services.	PP-6 Aspen Prior Written Notice Form	IEP Team, LEA	
12.	If determined eligible, the LEA must ensure that continued special education and related services are made available to the child.			

