

received, be sure to document attempts to obtain parent input. List any outside evaluations the district did not previously have a copy of, the date of the eval, who completed the eval, and if it has already been reviewed by the district, then provide a brief summary. If it will be reviewed and considered by the district then it can be included as part of the evaluation plan (below).

[H] All suspected handicapping conditions must be evaluated. All testing should be able to provide sufficient data and information on specific skills strengths and deficits to document starting points for instruction. Information provided needs to be more than just norm-referenced standard scores and/or percentiles

[I] NOTICE OF SUFFICIENT DATA

If the REED Team has determined they have gathered sufficient data, in order to:

- recommend whether the child has or continues to have a disability,
- determine the student's present levels,
- determine if the student needs or continues to need special ed and related services, or
- determine whether any additions or modifications are necessary, then ...
- Provide Notice of Sufficient Data, but be sure to include a solid description of the data collected and reviewed and why it is sufficient.
- Signed parental consent is required for initials, even if no further evaluations are needed (out-of-state transfer, Part C to Part B, private evaluation, etc)
- Parent has the right to request a reevaluation
- District must either honor or refuse the request through Notice using the Options Considered and Reason Not Selected sections.

TIMELINES for EVALUATION

Initial Timelines:

From receipt of parental consent for an evaluation, to the Notice of an offer of a Free Appropriate Public Education, or the determination of ineligibility, must not be more than 30 school days.

Reevaluation Timelines:

Must be conducted:

- At least once every 36 months, unless the parent and LEA determine that a full evaluation is not needed
- Michigan law no longer requires that continuing eligibility be determined every 36 months via a formal multidisciplinary evaluation team meeting. This is not best practice. We highly recommend the

team holding an eligibility recommendation meeting every three years. However, the REED process may never exceed the 36 month timeline

- When the district suspects that a student is no longer eligible
- Not more than once a year unless agreed upon by both the parent and district

In addition to periodic reevaluations, pursuant to 34 C.F.R. 104.35 of Section 504, a reevaluation should occur before any significant change in placement or whenever circumstances warrant. Where the School has reason to believe a student may need modifications to his/her placement or additional special education or related services to ensure the provision of a free appropriate public education (FAPE), the School should convene an IEP Team meeting or Section 504 Team meeting, as appropriate, to determine what, if any, revisions to the student's IEP (or Section 504 Plan) may need to be made as well as any appropriate steps which would could include the need to conduct a reevaluation of the student. The group conducting the evaluation must be a compliant evaluation team, as required under the IDEA or Section 504, as applicable. Should the Team determine that reevaluation is necessary, the Team should consider whether is also a need to consider additional or different disabilities.

The LEA may not agree that another evaluation is needed and so must provide Notice which includes the rationale for refusing to conduct the evaluation

Extensions may be obtained at the time of the REED or any time within the 30 school days prior to the offer of a FAPE

For initial evaluations the extension should be used only in exceptional circumstances.

An extension must be:

- mutually agreed upon
- in writing, in advance of the meeting
- measured in school days

An extension may never exceed the 36 month reevaluation timeline

Notice (FAPE) Page

Similar to the IEP Notice page, the options considered and not selected sections must be completed.

The parent must give written consent for all initial evaluations. For all other evaluations the district must make reasonable efforts to obtain parental consent. It is recommended that staff make and document at least three