

## **Procedures for Independent Evaluations for Special Education Students**

During an Initial or Re-Evaluation meeting, the parent is asked if he/she is satisfied with the school's evaluation. If a parent decides that he is not satisfied with the assessments that have been completed by the school staff, he can request an Independent Evaluation in writing to the Director of Special Education. Parents have the right to pursue an independent evaluation if they are not satisfied with the school's evaluation.

Once the school receives a copy at Central Office of the Independent Evaluation, we have 10 days to review it and schedule a Team meeting to consider it. The school-based members of the Team will consider all components of the evaluation carefully, and will make the determination about whether or not to change any previous recommendations based on that evaluation. The school staff is not bound in any way to agree with a diagnosis or recommendations that are made in an outside evaluation. They do need to consider the assessment results, in conjunction with state educational regulations regarding disability definitions and procedures.

## **Procedures for Considering Private Evaluations for Eligible Students Completed at Parent Expense**

A parent can choose to have their child evaluated by an outside evaluator at any time, even if the time does not coincide with an initial or re-evaluation. The Team will convene in 10 days after reviewing the evaluation. However, the Team should not be making any changes to disability determination or major changes in the IEP based on the outside evaluation. If the outside evaluation brings some serious concerns to light, then we should request parents' signature on a "Consent for Evaluation" so that we can conduct our own testing. Once our testing is complete, a Team meeting will be scheduled to review the results, go through the eligibility process, and write an IEP, if appropriate.

## **Procedures for Considering Private Evaluations for General Education Students Completed at Parent Expense**

If a parent of a general education student shares an outside evaluation that he has had completed, the Special Education Coordinator in the building will schedule a meeting with the parent to review the evaluation to review the results and to discuss whether it is necessary or appropriate to initiate a pre-referral or special education process. The parent always has the right to request a special education evaluation, and not wait to complete a pre-referral process. If the parent decides to do so, referral forms will be completed and a "Consent for Evaluation" form will need to be signed by the parent.

An IEP is never to be generated based only on an outside evaluation for a general education student. We have the right to conduct our own evaluation.