

Special Education

Missouri

Evaluation Process



Initial Evaluations Begin When A Parent or Teacher Refers A Student

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Why does an initial evaluation happen?

01

A Parent Concern



As a parent you can request an evaluation if you have educational concerns for your student.

02

A Teacher Concern

If a teacher has tried in classroom accommodations that are not helping the student learn, and have concerns with academics, she can request an evaluation.

When A Parent Requests an Evaluation

-  Within 5 school days of your request you will be given a packet of Procedural Safeguards and Parent Bill of Rights.
-  Special Education teachers will gather information YOU about your concerns, the student's teacher about her concerns, and the student's accumulation folder. This information will be discussed at a meeting to determine if the school staff "has a reason to suspect a disability." This meeting may be held with parents, or may be held as just district staff.

Does staff determine there is a "Reason to Suspect a Disability?"



YES

Continue to the next bullet point.

NO

The process STOPS. Staff will give YOU a document called the Notice of Action. This document will explain why staff do not suspect a disability. You will get this within 30 days of your initial request for evaluation.



-  Special Education teachers will collect more data about how your student is doing from you and teachers.
-  Within 30 days a Review of Existing Data is conducted. This begins the official process. This meeting the team will discuss all of the additional data that was collected and determine what testing will be necessary. This can be complete with or without a meeting.

Is there more testing that needs to be completed?

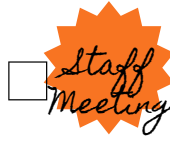
YES

You will be given a Notice of Action that states what testing will occur in order to determine if your child can be in special education.
*In order for testing to occur you MUST sign consent.
THEN testing will be scheduled for your student.

NO

You will be given a Notice of Action that states there is no additional testing that needs to happen to determine eligibility.

When A Teacher Requests an Evaluation

-  Special Education teachers will gather information from the teacher about her concerns, and the student's accumulation folder. This information will be discussed at a staff meeting to determine if the school staff "has a reason to suspect a disability." This meeting may be held with parents, or may be held as just district staff.

Does staff determine there is a "Reason to Suspect a Disability?"




YES

Continue to the next bullet point.

NO

The process STOPS. Staff will continue to put in place intervention strategies to assist the student.



-  Within 5 school days of the school determining there is a reason to suspect a disability you will be given a packet of Procedural Safeguards and Parent Bill of Rights.
-  Special Education teachers will collect more data about how your student is doing from you and teachers through a lengthy form.
-  Within 30 days a Review of Existing Data Meeting is conducted. This begins the official process. At this meeting the team will discuss all of the additional data that was collected and determine what testing will be necessary. This can be completed with or without a meeting.

Is there more testing that needs to be completed?

YES


You will be given a Notice of Action that states what testing will occur in order to determine if your child can be in special education.


*In order for testing to occur you MUST sign consent.

THEN testing will be scheduled for your student.

NO

You will be given a Notice of Action that states there is no additional testing that needs to happen to determine eligibility.

-  Upon receipt of your consent, the school staff will schedule testing for your child. Your child will take an assessment in all areas that your consent was given for as documented in the Notice of Action you signed.

-  Within 60 days from your sign consent for testing or signed consent for no testing there will be an Evaluation Determination Meeting. At this meeting the team will discuss if your student can be in special education (determination is based off of Missouri Standards and Indicators).

So What?

If your student **qualifies**

After you sign permission for your student to be in special education...

The meeting will switch directly into an IEP Meeting

OR

An IEP Meeting will be scheduled within the next 30 days.

If your student does **not qualify**

You can choose to sign permission for your student to be taken out of Special Education before the 10 day waiting period.

Your student is no longer in Special Education and will receive all instruction and support within their regular classroom. Interventions in that classroom will be put into place.

Thank you!

Thank you for walking through this process with us! We hope that this packet helped you understand the process better. We look forward to helping your child make progress either by teaching them, or helping their classroom teacher put in place interventions.

Always remember, we are here for you if you have any questions or concerns! If you don't understand the process, please trust us. We will walk you through every step through letters. If you do have specific questions we would love to answer them!

Reach out to us at school either by calling the school or emailing us. We would be happy to help!

Thank you,

Allison Lesh

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