

## SPECIAL EDUCATION TIMELINES

Event	Timeline
Parent requests an Evaluation	<b>5 school days</b> —District will send a written response.
Parent returns accepted Consent for Evaluation	<p><b>30 school days</b> after signed consent received, testing will have occurred.</p> <p>District has <b>45 school days</b> from date of receipt to convene a Team and provide the parent with an <b>IEP</b>, if eligible.</p> <p>District has <b>assessment reports</b> available for parent’s pick-up <b>2 days prior</b> to the team meeting.</p>
Evaluation of child of 30 months old.	Evaluation should be completed, eligibility determined, and if eligible, and IEP should be proposed to be in place by the child’s <b>3<sup>rd</sup> birthday</b> .
Evaluation request received 30-45 school days prior to end of school year.	Assessments must be completed <b>prior to the end of the school year</b> and the Team must convene to determine eligibility.
Placement meeting for a complex case requiring a change to a specialized or out-of-district placement.	The district may schedule a placement meeting up to <b>10 school days</b> after of the IEP meeting.
Receipt of an Independent Educational Evaluation	When District has arranged for an Independent Educational Evaluation, at parent request due to parents’ disagreement with previous District testing, a team meeting will be set for within <b>10 school days</b> of receiving the assessment report to review and to consider any recommendations.
Parent of special education student provides the district with copy a report from a parent funded outside evaluation or medical report.	The Team Chair will ascertain if the parent is requesting a meeting, and if so, it is best practice to convene the Team to review and to consider any recommendations within 10 school days.