

NOTICE OF EVALUATION/REEVALUATION
TSES 03.01.01

COMPLIANCE

Box is marked indicating the purpose of the evaluation/reevaluation

Indicates **WHY** you are proposing the action that is being proposed. Make no assumption that the parent already knows why. The pull down tab on SpEd Forms offers a variety of specific reasons.

“Parents have requested an evaluation to determine if Johnny is eligible for and in need of special education services and the District has agreed to immediately proceed with an evaluation.”

Include a description of what the team used (reviewed) to decide to evaluate. If reevaluating, describe what the team used to determine if additional testing was/was not necessary.

“The team reviewed Johnny’s current grades, behavioral reports, and NWEA test results and determined an evaluation should be conducted.”

MUST include a statement that addresses other options. Were additional tests considered? Why or Why not? Could you have waited to evaluate? Why or Why not?

“The team considered adding additional assessment(s) (list by title) to the evaluation

NON-COMPLIANCE

Box is not marked indicating the purpose

SPECIFICS are NOT included on **WHY** the district proposing the action

“The district is proposing to evaluate the student.”

Incomplete or no description is provided

“The team decided to evaluate.”

There were NO other options considered or statement is incomplete.

“Other options were rejected.”

**NOTICE OF EVALUATION/REEVALUATION
TSES 03.01.01**

COMPLIANCE

plan, but decided against that option because Johnny's educational needs could be determined without the additional assessment."

"The team considered delaying the evaluation until another pre-referral intervention was implemented, but decided against that option because the student's behavior has made the evaluation urgent."

"The student did not respond to pre-referral interventions and his parents have requested the student be evaluated."

Include a statement of other factors considered. If there were no relevant factors considered, there must be a statement that indicates there were no relevant factors.

"The student passed hearing and vision screenings."

"The student is an English language learner and English is not spoken in his home."

"There were no other factors considered."

NON-COMPLIANCE

"Other options were rejected."

"The team considered all relevant options."

"There were no options considered."

There is no statement indicating there were no relevant factors.

The "other factors considered" section is blank.

FOR CORRECTION:

Must submit a compliant example of a Prior Written Notice (PWN) for the child whose file was cited. The PWN may be for a re-evaluation or for an IEP.

