



Review of Existing Evaluation Data (REED)

Introduction §300.305 Individualized Educational Program (IEP) team must undertake a review of existing evaluation data (REED) to determine if the student is a student with a disability:

- At Initial evaluation
- At a reevaluation
- Upon termination of eligibility

*****NEW*** All EVALUATIONS NOW HAVE A TIMELINE!!!**


Age 3-26 years - timeline 30 school days

Age 0-2 years - timeline 45 calendar days

Evaluation as defined in the IDEA, and for the purposes of this document, means procedures described in the regulations, to determine whether a child has a disability and the nature and extent of the special education and related services that the child needs. **§300.15**

Individuals with Disabilities Education Act (IDEA) Regulation	Michigan Guidance	Local Procedures
<p>Initial Evaluation §§300.305 (a)(1), 300.305(a)(2)(i)(A) 1. When a student is referred for an initial evaluation, the IEP team shall, if appropriate, review existing evaluation data (REED) to determine what if any additional assessments are necessary to determine if the student is a student with a disability.</p>	<p>R 340.1721 Request for initial evaluation. Rule 21. Within 10 school days of receipt of a written request for an initial evaluation of a student suspected of having a disability, and before any formal evaluation designed to determine eligibility for special education programs and services, the public agency shall provide the parent with written notice consistent with 34 CFR § 300.503 and shall request written consent to evaluate.</p>	<ul style="list-style-type: none"> ▪ The REED is considered Written Notice by MDE. ▪ Initial evaluation cannot be conducted without parental consent. ▪ Evaluation timeline is 30 school days from receipt of signed REED by school official. ▪ Timeline Extension allowable if mutually agreed upon, does not exceed 30 more school days, and extension signed prior to original 30 day expiration date (NOTE: prior approval from administrator required for NB and CEC)
<p>Frequency of evaluations: A reevaluation may occur not more than once per year, unless the school and parent agree otherwise.</p>	<p>If a parent requests more than one reevaluation in a year and the LEA does not believe an evaluation is needed, the LEA must provide the parent with the reasons they are refusing to do the evaluation.</p>	<p>Special Education Administrator to provide Notice of refusal to evaluate. Use Model Notice Form from OSEP.</p>
<p>Change of Eligibility</p>	<p>Change of Eligibility R 340.1705-340.1716 a. The LEA must convene an IEP team to conduct a REED prior to any change of eligibility. b. Determination of eligibility requires a <u>comprehensive evaluation</u> according to Michigan rules for eligibility.</p> <p>To meet the reasonable efforts requirement in paragraphs (a)(1)(iii), (a)(2)(i), (b)(2), and (c)(2)(i) of this section, the public agency must document its attempts to obtain parental consent using the procedures in §300.322(d).</p>	<p>Parental consent is not required before— (i) Reviewing existing data as part of an evaluation or a reevaluation; (after initial evaluation). Must attempt to obtain parental signature. The public agency must document the attempts it made to obtain parental consent. Examples:</p> <ul style="list-style-type: none"> ▪ Records of telephone calls made and attempted and the results of those calls; ▪ Copies of correspondence sent to the parent and any responses received; ▪ Records of visits made to the parent's home or place of employment and the results of those visits. <p>If parent REFUSES consent for further assessment, the IEP team is to utilize the data available to determine eligibility. If enough data is not available, the student is to be found "Not Eligible" for special education.</p>

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<p>Reevaluation §300.303 1. A reevaluation is required every three years unless the parent and the LEA agree that a reevaluation is not necessary.</p> <p>Data Sufficient §300.305(d)(1)(i-ii) If the information is sufficient for the IEP team, the LEA must notify the parent in writing:</p> <ol style="list-style-type: none"> 1. That no additional information is necessary. 2. The reasons for that decision. 3. The parental right to request an assessment. 	<p>If the REED determines that eligibility is not a question and a comprehensive evaluation is not required, but specific information is needed to be collected for present levels or program/service requirements, the summary of the data used to make that determination should be documented in a written report to the IEP Team.</p> <p>Data Sufficient - Even though an IEP Team may determine that an evaluation is not required every three years, a REED Team recommends eligibility and an IEP Team determines eligibility every three years.</p> <p>Data Not Sufficient - If the REED determines that a comprehensive evaluation is indicated, the MET members must follow the Michigan rule requirements for each suspected eligibility area, document their conclusions and determine a recommendation of eligibility in a MET report.</p>	<p>For all Reevaluation determinations, LCISD also requires a new MET be held every three years, including the following reports:</p> <ul style="list-style-type: none"> ▪ Teacher Report for MET – Gen/Sp Ed ▪ Parent Input for MET ▪ Evaluation Reports (if additional testing needed). <p>Teacher and Parent Reports also located on Main Page of EasyIEP.</p> <p>Data Not sufficient additional assessment: A Comprehensive MET Report or individual reports are to be provided to parent BEFORE the day of IEP meeting. If a related service provider is unable to attend the IEP meeting, the parent is to be contacted prior to IEP to review Report and test results. Obtain excusal consent at IEP.</p> <p>Timeline extension allowable as long as:</p> <ul style="list-style-type: none"> ▪ Mutually agreeable by parent/school district. ▪ Timeline signed/agreed to by parent prior to expiration. ▪ Extension does not exceed IEP due Date (Annual/Reevaluation).
<p>REED Process §§300.303, 300.304, 300.305; When an IEP team conducts a REED in any of the three situations, the process must include:</p> <p>A. Review of Existing Evaluation Data §300.305(a)</p> <ol style="list-style-type: none"> 1. Evaluations and information provided by the parent. 2. Current classroom based, local or state assessments, and classroom based observations. 3. Observations by teachers and related services providers. <p>B. Input From The Parent §300.305(a)(2)</p> <p>C. Notice / Finalizing REED</p>	<p>R 340.1721a It is not required that the REED be completed in a formal meeting. Members may meet individually or in small groups to review existing data in their area of expertise.</p> <ol style="list-style-type: none"> 1. Examples of written information gathered from the parent include: outside evaluations, medical reports, a medical condition Fact Sheet, an ADHD protocol. 2. Examples of information gathered to review include: MEAP results; universal screening or progress monitoring data using a Response to Intervention (RtI) model; record review; discipline reports; attendance; report cards, medical/health records; and developmental assessments for young children. <p>B. Examples of parent input include: developmental history, parent perception of the student’s possible disability, information about the student’s learning, and parent input on the student’s educational experiences</p>	<p>Case Coordinator responsible for obtaining input from all evaluators and parent. REED created in DRAFT form until complete and signed by parent. Indicate via signature or method of communication (phone, email, etc.) and date on first page of REED.</p> <ol style="list-style-type: none"> 1. Parent input form Located on Main Page of EasyIEP. 2. Current assessment data is defined by MDE as “Less than 12 months”. 3. Observation must occur in subject area(s) that student is struggling. Complete Observation for MET form located on Main Page of Easy IEP. <p>B. After discussing evaluation plan with parent, indicate any concerns of additional information provided (medications, family changes, etc.) and the date and person that spoke to parent.</p> <p>C. Once the REED has been reviewed with parent, complete the Notice section with any necessary information.</p> <p>Date the REED when a district employee receives the signed copy from the parent (Teacher, secretary, etc.). Obtain District Representative Signature.</p>

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		<p>Return to  to Finalize:</p> <ul style="list-style-type: none"> • Enter date of district receipt • Complete Method of Notice Delivery (How is parent obtaining copy of finalized signed REED?) • Finalize REED in EdPlan. If testing was recommended, this will trigger 30 school day timeline. If no testing, no timeline trigger for REED. IEP due by next annual/redetermination due date.
<p>Termination of Eligibility §300.305(e)</p> <p>1. An LEA must evaluate a student with a disability, according to the REED, before determining that the student is no longer a student with a disability or in need of special education programs or services.</p> <p>2. An evaluation is not required before the determination of ineligibility due to graduation from secondary school with a regular diploma or exceeding the age of eligibility.</p>	<p>The IEP team must conduct a REED to determine what, if any, additional information is needed to determine that the student is no longer a student with a disability or no longer in need of special education programs or services. It is not required that an LEA/PSA conducts additional assessments in order to terminate a student’s eligibility. If the REED indicates a need for additional assessment, the identified assessments must be completed prior to the IEP meeting where the determination of eligibility will be made. (§304 through §311)</p>	<p>1. If the REED determines that a comprehensive evaluation is indicated, the MET members must follow the Michigan rule requirements for each suspected eligibility area, document their conclusions and determine a recommendation of eligibility in a MET report.</p> <p>2. Complete Summary of Performance for all students exiting special education due to graduation or eligibility age exceeded. SOP can be found in the Document section of the individual student in EasyIEP.</p>