

BRUSH COUNTRY SPECIAL EDUCATION COOPERATIVE

P.O. Box 534 106 Bulldog Lane Orange Grove, Texas 78372



BRUSH COUNTRY SPECIAL EDUCATION COOPERATIVE 2023-24 PROCEDURES FOR RE-EVALUATION REQUESTS OF PSYCHOLOGICAL EVALUATIONS (ED AND AU STUDENTS)

PRIOR TO SCHEDULING REED FOR TRIENNIAL RE-EVAL REVIEW:

1. Diagnostician/ARD Facilitator will review the student's file to determine prior eligibility evaluations and history of special education services and eligibility conditions.
2. Consider if the student's needs can be met through ARD Committee program design and supports or if a program dismissal evaluation appears likely.
3. Review IEP progress and schedule of services to determine if the recommendations from the most recent evaluation have been implemented and progress is documented throughout the previous three year case history.
4. Schedule a consultation meeting with the School Psychologist **prior to obtaining consent** for a psychological re-evaluation OR invite School Psychologist to attend the REED in anticipation of needing additional assessment.

REFERRAL PROCESS FOR STUDENTS CHANGING FROM NCEC TO OTHER ELIGIBILITY:

- **Students who will be "aging out" of the NCEC eligibility category REQUIRE new evaluation data to determine appropriate identification, program and services. These students need to be appropriately classified and may not be transitioned to another eligibility category without an FIE.**

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- Consider alternatives to requesting a re-evaluation FIE to answer the “purpose of evaluation” questions, build a stronger program, document student growth and progress, and present levels of performance and needs. For example, if a student is exhibiting behavioral concerns, a Functional Behavior Assessment, Counseling Evaluation, Functional Vocational Evaluation, etc. should be considered instead of a comprehensive eligibility determination assessment (FIE). Focused assessments should be considered at the REED and noted in detail on the notice of evaluation.
- If an FIE is determined to be appropriate, the consent for a Full and Individual Initial Evaluation will be obtained from parent and prior written notice of evaluation (or a statement of refusal and campus support plan recommendations will be given) at this meeting.
- The Campus diagnostician will initiate the referral documentation form for re-evaluation and electronically submit to the Co-op secretary for tracking purposes within 5 school days after the ARD/REED:
 - ☐ Psychological Re-Evaluation documentation form
 - ☐ Signed consent/Notice of Evaluation and REED
 - ☐ Campus Data: Current grades, discipline record, medical information
 - ☐ Any existing evaluations conducted outside of the school

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- The Campus diagnostician will collect any non-digital parent and campus protocols/documents distributed at the REED/ARD meeting (by the specified due date).
- As determined by the REED/ARD committee, the diagnostician completes formal cognitive and/or academic achievement re-evaluation with the student and initiates a draft Full and Individual Re-Evaluation (FIE) in the SuccessEd database where the School Psychologist (and other team members, if indicated) will include collected evaluation data into one Full and Individual Re-Evaluation (FIE).
- Eligibility reports to be completed by team members representing their discipline. (Diagnostician-ID, SLD, OHI; LSSP-ED/AU, Counseling, etc.)
- School Psychologist will attend ARDs determined on a limited basis. The District Diagnostician will utilize the online scheduling system to coordinate with School Psychologist's schedule if attendance is necessary.