



Kristin Patterson-Maas

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Evaluation Planning Meeting

Student: _____ ID# _____ DOB: _____

Teacher: _____ Grade: _____ Room: _____

Before the meeting, have available:

- Parent letter (if there is a parent letter)
- Teacher's referral packet
- Hearing and vision screening
- Two copies of D-4 Evaluation Planning Document
- Two copies of Notice B-2: Notice Following an Identification/Evaluation Meeting-Evaluation Not Warranted
- Student work samples
- Student classroom observation results
- Copy of student's report card/attendance record (if appropriate)
- Educational Performance Outline
- PRISE
- Additional community resources (Castle Program info, Kennedy Health, Cooper Health, Weisman, etc.)

1. Introductions/Confirm Address

2. The purpose of this meeting is to respond to your request for a Child Study Team Evaluation and to determine if an evaluation is needed at this time.

3. Please describe the problem that you see in _____. How is this problem affecting his ability to succeed in the classroom?

Parent:

Teacher(s):

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Other Source of Info:

4. **CST asks:** Please describe the student's:

Reading level:

Ability to decode:

Reading Comprehension:

Math level:

Mastery of basic facts (age appropriate):

Adult/peer relations:

Speech therapist says: Please describe the student's:

Articulation: [According to state law, a student must exhibit sound production errors beyond the age at which 90% of the population has achieved mastery (articulation chart) and must misarticulate these sounds consistently in a speech sample (speech sample).]

Fluency: [According to state law, a student must exhibit disfluency in 5% or more of words spoken (speech sample).]

Voice: [According to state law, a student must exhibit a problem with voice quality, pitch, resonance, loudness or duration on two separate occasions, three to four weeks apart, at different times.]

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[SLP, continued]

Language skills:

5. Based on the information we've discussed, _____ is/is not eligible to receive a CST/Speech Evaluation at this time.
 - *If the CST determines testing is not warranted at this time, the SLP can test for articulation, voice, or fluency. Without CST testing, the SLP cannot test for language.
 - *If he is not eligible right now and the problem persists, he can be re-referred during the next school year. Give parent alternate resources to address the problem. Use form B-2
 - *If he is eligible to be tested have parent sign consent. We have 90 days from today's date to complete the test, determine eligibility, and begin services if he qualifies. Use form D-4
6. Give and explain the PRISE.
7. Everyone signs signature page. Parent signs procedural safeguards page.
8. Give copy of notice D-4 OR B-2 to parent.
9. Do you have any other questions? Thank you for coming!

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