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When Special Education student needs to be reevaluated for speech. (This student currently has speech services but needs a new evaluation to determine continued eligibility.)

1. Case manager sends invitation A-0. Check “Plan and/or conduct a reevaluation.” The case manager notifies the following people of the date/time of the meeting:

General Education Teacher

Special Education Teacher

Parent

Speech Therapist

2. Hold a Reevaluation Planning Meeting with: Case Manager, general ed teacher, special ed teacher, parent, and SLP. SLP explains why student needs speech eval.

*Use Notice B-6. Have parent sign permission to evaluate. Teachers, parent, case manager and SLP all sign the document. Give parent a copy of the PRISE. Now SLP can test the child.

*If parent does not attend: Have teachers, case manager, SLP sign B-6. Send a copy home with notice B-0 and a copy of the PRISE. In 15 days, SLP can test.

3. SLP evaluates within 50 days. (The parent has to be given the evaluation report at least 10 days before the meeting, and the next meeting has to be held within 60 days of the consent to evaluate.)

4. Case manager sends invitation A-0. Check “Interpret Assessments and/or data” and check “review/revise the IEP.” The same people have to be present at this meeting: Case manager, general ed teacher, special ed teacher, parent, SLP.

5. If student qualifies for speech, SLP adds/adjusts speech services/goals to IEP and adds info to PLAFFP. If the student does NOT qualify for speech, SLP adds this info to the PLAFFP, but deletes all speech services/goals.

6. Hold an IEP meeting with teachers, parent, case manager, SLP. Go over the results. Go over the new IEP. Everybody signs. Done!

If the parent does not attend: teachers, case manager, and SLP sign. Send a copy of new document home with the PRISE and you’re done.

Notes:

*You do not need to make a new eligibility document to add, delete, or change speech services, and adding the services does not affect the student’s eligibility date.

***ONLY AN SLP** can determine if speech services are required. Another Child Study Team member CANNOT recommend to add, delete, or change speech services:

6A:14-3.2(b) The case manager shall coordinate the development, monitoring and evaluation of the effectiveness of the IEP. The case manager shall facilitate communication between home and school and shall coordinate the annual review and reevaluation process.

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Special Education Compliance Tutorial
For Child Study Team Members, Teachers, Parents