# Prior Written Notice of Evaluation/Reevaluation and Review of Existing Data

Required for all reevaluations (and initial evaluations if appropriate)

(USBE Rules II.D.–II.H.; and IV.C.)

District/School: Date:

Student Name: DOB: Grade:

## Data Reviewed

[ ]  Classroom-based assessments

[ ]  DLM

[ ]  Existing evaluation data[ ]  Observations

[ ]  Schoolwide tests[ ]  State assessments

[ ]  Other:

Information from parents:

Based on the data reviewed, the group, including the parents, has determined:

Existing data ***are*** sufficient to determine eligibility/continued eligibility and the nature and extent of special education and related services needed. The LEA is proposing to proceed to determination of eligibility if the student has/continues to have a disability that adversely affects educational performance and requires special education and related services under the Individuals with Disabilities Education Act (IDEA).

Existing data ***are not*** sufficient to determine eligibility/continued eligibility and the nature and extent of special education and related services needed. The LEA is proposing to evaluate/
reevaluate this student to determine if the student has/continues to have a disability that adversely affects educational performance and requires special education and related services under the Individuals with Disabilities Education Act (IDEA). This evaluation/reevaluation is proposed because there are concerns about the student’s education progress.

The concerns, including data, that form the basis for this proposal are:

Additional information:

## Areas to be Assessed as Determined by the Group Including the Parent

[ ]  Academic achievement

[ ]  Adaptive behavior

[ ]  Autism checklist/rating scale

[ ]  Communication

[ ]  Functional behavior assessment[ ]  Hearing

[ ]  Intellectual/cognitive

[ ]  Motor

[ ]  Observations[ ]  Psychomotor

[ ]  Social/behavioral

[ ]  Vision

[ ]  Other:

Not applicable

***NOTE:*** *Obtain new Consent for Evaluation before administering additional assessment(s) in the area(s) specified above. If refusing to administer additional assessment(s) requested by parents, provide parents with Prior Written Notice of Refusal to Take Action.*

Describe other options considered and the reasons why those options were rejected:

Other factors that are relevant to this proposal:

***NOTE:*** *Review of existing data may be conducted without a face-to-face meeting by discussing the data with parents and other team members to agree on additional data needed, if any. Document those who participated near the end of this form.*

Parents and students who are adults must be provided prior written notice (PWN) in language understandable to the general public in their native language or other mode of communication before the LEA proposes or refuses to initiate or change the identification, evaluation, or educational placement of your student/you, or the provision of a free appropriate public education (FAPE) to your student/you.

The Procedural Safeguards under Part B of the Individuals with Disabilities Education Act (IDEA) afford you protection. If you do not have a copy, you may request one from the special education teacher. If you have any questions regarding this notice or the Procedural Safeguards, contact the principal/director or special education teacher.

Was a translator/interpreter for a spoken language provided to enable the parent(s)/student who is an adult to participate in the meeting?

No, translator/interpreter not needed

Yes (translator/interpreter should be listed in participants section below)

[ ]  Your native language or other mode of communication is **not** a written language.

**Therefore:**

[ ]  The notice was translated orally or by other means in your native language or other mode of communication on[date]: by[person]: **AND**

[ ]  You verified with the translator/interpreter that you understand the content of this notice.

List the participants (must include parent/student who is an adult) Form of participation

**At the conclusion of the reevaluation process, complete a new Group Evaluation Summary Report and Prior Written Notice of Eligibility Determination form.**