

Reevaluation Planning Meeting: Family/Guardian Overview

Student Name:

Date:

What is a Reevaluation Planning Meeting?

Schools must reevaluate students with disabilities at least once every three years to see if they still qualify for special education services. Before this happens, a Reevaluation Planning Meeting is held to review existing data and information and decide whether any new assessments are needed. This meeting is a time for parents and school staff to come together to look at current information, discuss concerns, and plan next steps. If new evaluations are needed, the school will ask for parent permission before they begin.

This meeting can also happen more often than every three years if anyone on the IEP team—including parents—requests it. Reasons to meet sooner might include reviewing new information or reports and/or learning more about the student's current educational needs

Who usually attends the Reevaluation Planning Meeting?

- You (the parent or guardian)
- Your child's teachers (general and special education)
- The school principal or assistant principal (or someone they designate)
- Related service providers (such as speech or occupational therapists) if your child receives related service
- School psychologist
- School social worker
- A Student Support Coordinator (SSC)
- Your child, if appropriate
- Anyone else invited by you or the school

What will we discuss?

The team, including you, will review classroom performance, standardized test scores, teacher reports, related service provider notes, and previous evaluations to determine if further testing is necessary to decide:

- If your child still qualifies for special education services
- What your child's current learning needs are
- How your child is doing academically and developmentally

If the team decides that existing information is sufficient to determine eligibility and guide services, they may conclude the reevaluation without new testing if you agree.

What will be decided?

Together, the team will decide:

- If any new assessments or information are needed to determine eligibility for special education services
- If the team determines that there is sufficient data/information to consider eligibility, the team may decide to make an eligibility determination during the meeting. Your consent is required to change your child's eligibility classification, and/or to dismiss your child from special education services.

What is my role as a Parent/Guardian during the Reevaluation Planning Meeting?

- Consider whether you think updated assessments are needed.
- Actively participate in discussion at the meeting. Note: *Let the school know if you need language interpretation and/or ADA accommodations to participate.*
- Be comfortable sharing your input, thoughts, and any concerns you may have.
- Ask questions and seek clarification as needed.
- Determine if you wish to consent to recommended new evaluations.

Note: *Your consent is required for the school to conduct reevaluation assessments. However, the school may proceed with assessments if the school has taken reasonable steps to obtain your consent and you have not responded.*

Getting Ready for the Reevaluation Planning Meeting



Here are some steps you can take to feel more prepared and confident:

- ✓ Review and organize recent report cards, IEP progress notes and available assessment information and reports. *IEP progress updates and report cards are available in ParentVue.*
- ✓ If you have any private reports or evaluations you'd like the team to consider, share those in advance of the meeting.
- ✓ Think about whether you feel any additional testing is required to determine your child's eligibility or educational needs. If you believe assessments are needed, make a note of which ones and share your thoughts with the team.
- ✓ Jot down any comments/notes you wish to share in the "Talking Points" section below.
- ✓ Write down any questions you want to ask during the meeting in the "Questions" section below.
- ✓ If you plan to bring someone with you to the meeting (like a friend, advocate, or family member), let your school know ahead of time so they can prepare space and materials.
- ✓ Contact the Parent Resource Center at 703.228.7239 or prc@apsva.us if you need help preparing for your meeting.

Questions to Consider	Talking Points/Additional Questions
<ul style="list-style-type: none">• <i>What are the potential outcomes of this meeting?</i>• <i>What data is available to help our team determine eligibility?</i>• <i>If the team determines new assessments are needed, what will the new assessments measure?</i>• <i>Will our decisions today impact my child's current IEP supports/services?</i>	



The PRC is here for you.
Reach out to us at 703.228.7239
or prc@apsva.us



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