

INDEPENDENT EDUCATIONAL EVALUATION

ALIEF MONTESSORI COMMUNITY SCHOOL

101815

Template update May 2020

Legal Framework: INDEPENDENT EDUCATIONAL EVALUATION

[Related Resources](#)

Broad Category: EVALUATION

POLICIES AND PROCEDURES:

Independent Educational Evaluation (IEE) means an evaluation conducted by a qualified examiner not employed by the school district which is responsible for the education of the student in question. If a parent disagrees with all or part of the Klein Independent School District (KISD) assessment, the parent may request KISD to provide an IEE.

Parents have a right to request and obtain an IEE at public expense, if the LEA has conducted their own evaluation and the parent/guardian is in disagreement with the results. The IEE is considered by the school district in any decision made with respect to providing a free, appropriate, public education (FAPE).

- In not later than 5 school days from receiving a parent/guardian's IEE request, the district will provide the District's IEE Guidelines and Notice of Procedural Safeguards, while initiating communication with the parent/guardian clarifying their IEE request and procedural explanations.
- A parent may submit a request for an IEE if he/she disagrees with the evaluation results (a) of testing conducted by KISD appraisal staff or (b) because the student was not assessed in a reasonably suspected area. It is typical, but not a requirement, that a request for an IEE occurs in an ARD Committee meeting following an initial evaluation or reevaluation.
- Campus special education support staff receive training and ongoing access to procedural resources about staff response to parent's IEE request and participate in IEE process.
- Parent request for IEE is submitted in writing to the Special Education Director of Assessment & Related Services, whereupon the Appraisal Coordinator contacts the parent to explain and facilitate the IEE process.
- District guidelines are applied for required parent consent and notices to contract with a qualified independent evaluator for completion of a granted IEE.
- Appraisal Coordinator and Special Funds Coordinator (Finance Office designee) collaborate with the parent's qualified independent evaluator to establish contractual IEE arrangements to specify the evaluation criteria, evaluator's feedback process, and maximum costs. In addition to complying with federal/state guidelines, the IEE contractual agreement will include the independent evaluator's participation in an IEE feedback session with parent and LEA representatives.

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- When required contractual signatures are completed, the Appraisal Coordinator notifies the contracted evaluator and parent to provide details needed for IEE completion, including informing provider of student's campus location, primary contact person, access to student's records, educational staff, and classroom observations, and the process to submit IEE to Appraisal Coordinator.
- Upon receipt of completed IEE report, the Appraisal Coordinator provides copy to parent and LEA representatives who will participate in the student's IEE feedback session and/or ARD Committee reviewing student's IEE.
- Upon completion of contractual services, the IEE provider will provide a billing invoice to the district for payment within a reasonable timeframe as stated in contractual agreement.
- Upon completion of the IEE, the independent evaluator will present the school with a copy of the evaluation in order for a member of the LEA's evaluation team to review.
- Within 30 days or mutually agreed time, the ARD Committee will convene to review IEE data with discussions which consider specific IEE findings and recommendations. An ARD Committee member with expertise in area(s) addressed in IEE will support this review of the IEE findings and recommendations.
- Conducted during a duly constituted ARD Committee meeting, upon their consideration of the IEE, the ARD Committee will provide decisions of actions needed on the student's behalf to access FAPE.

While the parent has a right to obtain an IEE at his/her own expense, federal law provides a parent with the right to one IEE at public expense if the parent disagrees with the school's district's evaluation. A parent may request a publicly funded IEE for each evaluation completed by the district. A parent's request for IEE is made in writing to the district's Special Education Director of Assessment and Related Services. When a parent notifies the district of their disagreement with an evaluation and requests an IEE, the district must respond within a reasonable time, either by agreeing to provide the IEE with prior written notice referencing the district's IEE Guidelines or by initiating a due process hearing to show that the school district's IEE is appropriate.

If a request for an IEE is granted, the criteria under which the evaluation is obtained, including the location of the evaluation, inclusion of school-based information and observations, and the qualifications of the examiner, must be the same as the criteria that the school uses when it initiates an evaluation. The school may not impose any other conditions or timelines related to obtaining an IEE.

Estimated rates for IEEs and required credentials are below.

- Functional Behavioral Assessments not to exceed \$1200. (Required credential: Licensed Specialist in School Psychology—LSSP)

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- Psycho-educational Evaluation (including bilingual) not to exceed \$1750. (Required credential: Educational Diagnostician Certification or LSSP)
- Psychological Evaluation (including bilingual) not to exceed \$1750. (Required credential: LSSP Speech and Language Evaluations (including bilingual) not to exceed \$1200.
- (Required credential: Speech Language Pathologist with a Certificate of Clinical Competencies (CCC))
- Occupational or Physical Therapy Evaluation not to exceed \$750. (Required credential: Occupational Therapy License or Physical Therapy License)
- Functional Vision/Learning Media Assessment not to exceed \$650. (Required credential: Teacher of Visual Impairments Certification)
- Orientation and Mobility Assessment not to exceed \$650 (Required credential: Orientation and Mobility Specialist Certification)
- Assistive Technology Evaluation not to exceed \$850. (Required credential: Speech Language Pathologist with Certificate of Clinical Competence (CCC) or Occupational Therapy License)

STAFF RESPONSIBLE:

District Level: Special Education Director, Diagnostician, LSSP, Speech Language Pathologist, Related Personnel

Campus Level: Administrator, Campus Special Education Representative (CSER), General Education Teachers, Parents

TIMELINES FOR IEEs:

- Response to parent's request for an IEE
- Payment for IEE
- Scheduling an ARD committee meeting to consider an IEE

EVIDENCE OF PRACTICE:

- Forms and checklists used in the IEE process
- Training artifacts (agenda, presentation hand-outs, sign-in sheets, etc.)
- List of independent evaluators
- Contracts with IEE providers
- Notice of Procedural Safeguards (English/Spanish)