



"Parents Are Vital Education"

# Parent Training and Information (PTI) Program

## EVALUATION

Evaluation is the process used to determine if a student is eligible for service and in what area (s) services need to be provided. Regulations governing evaluation for special education are contained in P.L. 108-446, the Individuals with Disabilities Act (IDEA), and in WAC 392-172A, the Washington Administrative Code. In addition, regulations concerning evaluation for services under Section 504 are contained in the Nondiscrimination Rehabilitation Act of 1973, Section 504 and are referred to in the WAC (392-172-020).

Child Find is the requirement that all school districts must identify all children within their boundaries, ages birth thru 21 who have disabilities. Any child can be brought to the attention of a school district by any person (parent, school personnel, or others), if there is concern about how the child learns or functions in school.

A request for evaluation should be in writing (or documented by the person receiving the request), because that sets a timeline in motion (WAC 392-172A-03005).

A team of individuals evaluates the child. Members of this team include, but are not limited to: therapists, psychologist, school nurse, special education teacher, regular education teacher and parent. Each professional team member must have the necessary credential in his/her area of expertise.

Parents must give informed consent before the school district can do the first evaluation. If the parents refuse to give consent, the student remains in general education without services. Parents must be notified of the time and place of any meeting, which discusses eligibility, evaluation, or identification of their child as a student with a disability.

Evaluation must be done in all areas related to the suspected disability. More than one test or procedure must be used to determine the student's eligibility or disabling condition and/or for determining the student's appropriate program.

Tests must be administered in the student's primary language or mode of communication and must not be culturally or racially biased.

Tests must be administered by qualified personnel and in conformance with the instructions of the test producer.

An evaluation report must be given to the parents. It contains information about the evaluation, what tests were given, the results, implications for programming, and recommendations.

If parents do not agree with the results of the evaluation, they can request an independent educational evaluation, (IEE), at public expense. This should be done in writing, because this request begins a 15-day timeline for response from the school district. The only way the district can deny the request is by calling for a due process hearing within 15 calendar days to show their evaluation is appropriate.

A child who has an Individual Education Program (IEP) must be re-evaluated every 3 years. It can be done more often at the request of the parents or school personnel. The school must obtain prior informed consent from parents before each re-evaluation.

We have Parent Training and Information (PTI) Offices throughout the State.

Contact our main office toll-free at 1-800-572-7368 (v/tty), [pave@wapave.org](mailto:pave@wapave.org) or visit our website [www.wapave.org](http://www.wapave.org) for the office closest to you.

# EVALUATION TIMELINE

