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| DOVER SCHOOL DISTRICT | POLICY CODE: IHBAA |
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POLICY FOR INDEPENDENT EVALUATION OF STUDENTS

The state and federal special education laws require that the Dover School District evaluate children with disabilities who are in need of special education and related services. The districts evaluate children upon referral for special education and re-evaluate educationally disabled children at least once every three years or when conditions warrant a re-evaluation.

The Dover School District is committed to ensuring that each child's IEP team bases its decisions on high quality, reliable, and educationally sound special education evaluations.

As a result, the Dover School District has established the following list of criteria for all special education evaluations the district conducts, obtains, or funds.

Unique circumstances may justify deviation from these criteria. If a parent or district staff member is aware of such unique circumstances, they should inform the student's special education teacher, building LEA, or district special education administrator immediately.

1. The evaluation must comply with the relevant provisions of the state and federal special education laws, including but not limited to 34 C.F.R. 300.301-300.311 (effective Oct. 13, 2006, formerly C.F.R. 300.350-300.356), NH Code of Administrative Rules Ed 1107 (amended 2001), and any successor regulations.
2. The evaluation must be conducted in New Hampshire, by an evaluator whose principal office is located in New Hampshire, unless there is no qualified evaluator in New Hampshire.
3. The evaluator must hold a valid license or certification from the State of New Hampshire in the field related to the known or suspected disability. The evaluator must have extensive training and experience in evaluation in the area(s) of concern and be able to interpret the instructional implications of evaluation results. In instances where no "applicable license or certification" exists, the district must be satisfied that the evaluator has extensive training and experience related to the known or suspected disability.
4. All tests administered will be the current version of the test. The test must be norm referenced for the individual evaluation appropriate for the age and education level of the child and measure the same cognitive, motoric, and achievement skills as district tests, and meet the same standards of technical adequacy for reliability and validity.
5. The School District will pay no more for evaluations than the amount listed on the attached fee schedule. If an evaluation is not listed on the attached fee schedule, the Dover School District will pay no more than the usual and customary rate for such an evaluation by a New Hampshire evaluator. The

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school district will not pay for the evaluation until it receives the evaluator's report.

6. The evaluator must review educational records located in the student's local public school and other relevant educational records.
7. The evaluator must either: a) observe the child in one or more educational settings; or b) make at least one contact with the child's general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general and special education teachers and related service providers.
8. The evaluator must be permitted to directly communicate and share information with members of the IEP team, the district's special education administrators, or the special education administrators' designees. The evaluator must also release the assessments and results, including any parent and teacher questionnaires, to members of the IEP team, the district's special education administrators, or the administrators' designee.
9. All evaluation reports will include the appropriate standardization and reporting methods as designed by test publishers.
10. The district shall be entitled to inspect and obtain copies of the evaluator's records directly pertaining to the student being evaluated, including any records created by third parties. However, those records will not be deemed accessible to any school personnel other than the evaluator unless and until the district exercises its right to inspect or obtain copies of those records from the evaluator.

Parents have a right to request an independent educational evaluation at public expense and initiate a due process hearing to demonstrate that the district's evaluation was appropriate.

A parent has the right to get an independent educational evaluation at his or her own expense. The team must consider the results of any independent educational evaluation, regardless of who pays for it, if the evaluation meets the district's criteria in decisions about the provision of a free and appropriate public education for the child.

See Attachment IHBA-E

Legal References:

NH Code of Administrative Rules Ed. 1102.06, 1107, 1125.07 (amended 2001)
 34 C.F.R. 300.301-300.311, 300.502 (effective October 13, 2006, formerly 34 C.F.R. 300.502, 300.530-300.536(1999)).