

Williamsburg Community
School District

SECTION: PROGRAMS

TITLE: INDEPENDENT EDUCATION
EVALUATIONS

Policy Guide

ADOPTED: November 18, 2014

REVISED:

113.3. INDEPENDENT EDUCATION EVALUATIONS	
<p>1. Purpose</p>	<p>The Board of Directors of the Williamsburg Community School District is committed to providing a free and appropriate education to all children with disabilities. This policy identifies procedures when a parent/guardian requests an independent education evaluation at public expense.</p>
<p>2. Authority 20 U.S.C. Sec. 1400 et seq 34 CFR Sec. 300.500 et seq Title 22 Sec. 14.124</p>	<p>In accordance with federal and state special education regulations, the Williamsburg Community School District will provide an independent educational evaluation as part of the Multidisciplinary Evaluation (MDE) or reevaluation process when the parent/guardian disagrees with the evaluation results obtained by the school entity.</p>
<p>3. Definition</p>	<p>Appropriate Education Evaluation - an appropriate education evaluation, whether conducted by Williamsburg Community School District staff or persons not employed by the district, shall consist of the administration of all testing and the use of all assessment procedures required to rule in or rule out the existence of all legally-defined disabilities that school staff, parents/guardians, or the evaluator reasonably suspect the child might have.</p> <p>The evaluation need include only that testing and those assessment techniques that are required in light of information already available from previous evaluations, information from school staff familiar with the performance of the child, and education records concerning the child. The evaluator shall review all such sources of information prior to conducting testing and assessment.</p>

<p>4. Guidelines</p>	<p>A request for an independent education evaluation must be requested by parents/guardians in writing, specifying type(s) of evaluation and reason(s) for each. Within ten (10) school days of receipt of a request for an independent education evaluation in writing from a parent/guardian, the school district shall either:</p> <ol style="list-style-type: none">1. Initiate a due process hearing and notify the parent/guardian in writing that it has done so.2. Issue to the parents/guardians correspondence containing an assurance that the Williamsburg Community School District will pay for an independent education evaluation as long as the evaluation meets all of the requirements of an appropriate education evaluation as defined above upon receipt of a complete copy of the evaluation report directly from the evaluator. <p>The Superintendent or designee will make available to parents/guardians, on request, information where independent educational evaluations may be obtained at public expense. Parents/Guardians who wish to complete an evaluation through an individual not on the list must submit the credentials of the proposed evaluator and fees for the evaluation to the Superintendent for approval.</p> <p><u>Requirements For Evaluation</u></p> <p>Independent educational evaluations provided at public expense shall meet all requirements applicable to evaluations conducted by district or intermediate unit personnel, including but not limited to the following:</p> <ol style="list-style-type: none">1. Tests and similar evaluation materials shall be:<ol style="list-style-type: none">a. Selected and administered in a manner that is free from racial or cultural bias.b. Administered in the native language or mode of communication of the child, unless it is clearly not feasible to do so.c. Selected and administered so that the test results accurately reflect the student's aptitude, achievement level or whatever other factor the test purports measure, rather than the student's impaired sensory, manual, or speaking skills, unless those skills are the factors that the test purports to measure.d. Validated for the specific purpose for which they are used in manner generally accepted within the profession or discipline for which they are intended.
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- e. Administered in accordance with the instructions or testing protocols provided by the producer or publisher of the test or materials in accordance with sound professional practice and selected and administered to assess specific areas of educational need or ability and not merely to produce single standard scores or quotients.

Persons administering the evaluation shall possess current professional certification issued by the Pennsylvania Department of Education qualifying the holder to perform the type of evaluation in question or, if a qualifying area of a professional certification does not exist, such other licensure or certification issued by the Commonwealth of Pennsylvania is required to qualify the holder to administer the type of evaluation in question.

The evaluator must consult with the chairperson of the Multidisciplinary Team prior to the evaluation.

The persons administering the evaluation shall prepare and sign a comprehensive report of the evaluation that includes, at a minimum, a statement of all standard and scaled scores obtained, a description of the student's behavior during the evaluation, an analysis of the results and specific educational recommendations.