

STEPS TO EARLY CHILDHOOD SPECIAL EDUCATION ASSESSMENT

Guide for Families in Newport Mesa Unified School District (NMUSD), Ages 0-4

PHASE 1: REFERRAL AND REGISTRATION



SUBMIT A WRITTEN REFERRAL

Parents or the Regional Center must submit a request for assessment to the District in writing



VERIFY RESIDENCY INFORMATION

Submit address verification, birth certificate, and immunization records to Laura Telles at ltelles@nmusd.us.



COMPLETE SCREENING AND INTAKE

After a developmental screening, parents must complete the online Pre-Enrollment Registration packet

PHASE 2: ASSESSMENT AND ELIGIBILITY



SIGN ASSESSMENT PLAN

If assessing, the District creates a plan for the assessment and provides it to the family within 15 days



COMPLETE ASSESSMENTS

Assessments are completed by a multidisciplinary team within 60 days of parents signing their consent to the plan for assessment



REVIEW RESULTS AT IEP TEAM MEETING

The multidisciplinary team and family reviews assessment results, determines eligibility, and, if eligible, develops the student's IEP

Milestone	Timeline Requirement
Assessment Plan Created	15 days after forms received
Assessment & IEP Meeting	60 days after signed consent
School Break Clause: Timeline pauses for breaks > 5 days	