

TIMELINE FOR SPECIAL EDUCATION PROCESSES

PREREFERRAL PROCESS

During the prereferral process teachers should be collecting data, providing interventions, and making decisions with the Problem Solving Team in order to best meet the needs of the student. MTSS is still a part of the general education process. The student may be transitioned from Tier II to Tier III after documented attempts in Tier II are unsuccessful. Interventions should become more intensive and strategic as the student moves into Tier III. Generally, interventions in Tier III are occurring over an 8-10 week (or more) time period. During this time, interventions should be documented and changed to meet the needs of the student.

REFERRAL PROCESS

After providing a student with 8-10 weeks of intervention through the MTSS (RtI) process with little to no growth in the area(s) of concern, the student can be referred for further evaluation. During the evaluation period the student must continue to receive documented Tier III interventions. The referral process typically begins with the Problem Solving Team or parent requesting further evaluation. Once this request has been made, the Eligibility Team will meet within a reasonable amount of time. During this time the Problem Solving Team and general education teacher will collect the required data for the referral (this can be found in the MTSS-RTI Framework).

EVALUATION PROCESS

Once a referral has been accepted, the school's psychometrist will begin the testing process. This process may occur over a period of 60 days from the date the parent signs the Consent for Initial Evaluation was accepted.

ELIGIBILITY PROCESS

After a student has been evaluated, the school's psychometrist and Eligibility Team will meet with the parent to report findings, interpret data, and determine eligibility. If a student is found eligible for services, the parent may choose to accept services and must sign a Consent for Services. If the student is found ineligible, the student will be referred back to the Problem Solving Team. This process may occur over a 30 day time period.

IEP PROCESS

If a student is found eligible for services, the IEP Team will write an IEP to meet the needs of the student based on data collected from the PST Team and the school's psychometrist. The IEP Team must meet to design the IEP within 30 days of the eligibility date, regardless of when the parent signs the Consent for Services Form.