

## Reevaluation Consideration Conference Packet Checklist

Caseload teacher gathers following information prior to reevaluation consideration meeting.

Student's FULL Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Caseload Teacher: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

Area of Eligibility: \_\_\_\_\_ Date Eligibility Expires: \_\_\_\_\_

Reevaluation Consideration Meeting Date: \_\_\_\_\_

Annual Review Date: \_\_\_\_\_

### DOCUMENTS NEEDED:

1. \_\_\_\_\_ Student's current Vision & Hearing Results (Within 1 year)
2. \_\_\_\_\_ Student's current report card
3. \_\_\_\_\_ Student's current attendance report
4. \_\_\_\_\_ Student's current discipline report
5. \_\_\_\_\_ Student's current EOCT, GHSGT results (copy)
6. \_\_\_\_\_ Student's progress monitoring data from GRASP for Academics
7. \_\_\_\_\_ Student's progress monitoring for behavior (if applicable)
8. \_\_\_\_\_ Student's progress monitoring for speech/language (if applicable)
9. \_\_\_\_\_ Observation form on student
10. \_\_\_\_\_ Performance Checklist from student's current teachers (only need ONE)
11. \_\_\_\_\_ Parent Questionnaire / Social History
12. \_\_\_\_\_ Medical records from Doctor (if applicable)
13. \_\_\_\_\_ Informal Behavioral Observation (if applicable) (EBD, ADHD, Inattentiveness)
14. \_\_\_\_\_ Informal Adaptive Observation ( MI, MO, SI, PI, Autism)

**Team determines no additional data is needed, then the meeting date becomes the new eligibility date.**

**(IF YOU DECIDE THAT ADDITIONAL TESTING IS NEEDED, YOU MUST HAVE IT COMPLETED AND A NEW ELIGIBILITY MEETING MUST BE HELD BEFORE PRIOR ELIGIBILITY EXPIRES - PLAN ACCORDINGLY)**

**Team determines additional data is needed.**

- \_\_\_\_\_ Referral Packet is obtained from School Psychologist, completed and added to the Special Considerations Conference Folder. **Date notified:** \_\_\_\_\_
- \_\_\_\_\_ SPED Clerk copies all documents and sends all originals to School Psychologist @ BOE office
- \_\_\_\_\_ After evaluation is complete the psychological will be returned to school. Teacher/Clerk will then schedule eligibility meeting. This date becomes the new Eligibility date.