REEVALUATION PROCESS

In accordance with the Individuals with Disabilities Education Act (IDEA) and New Mexico Public Education Department (NMPED) regulations, the following procedures guide the reevaluation process:

- At least every three years, or more frequently if conditions warrant or upon request by the parent or teacher, a reevaluation is conducted to determine whether the student continues to qualify as a student with a disability and to identify educational needs.
- At least 60 days prior to the reevaluation due date, the Case Manager notifies the parent/guardian, student (as appropriate), and members of the Eligibility Determination Team (EDT) of the intent to conduct a reevaluation and schedules an EDT meeting.
- The EDT conducts a Review of Existing Evaluation Data (REED), which includes input from the parent/guardian, current classroom-based assessments, progress monitoring data, and observations by teachers and related service providers. This review determines whether additional data are needed to:
    - Determine continued eligibility;
    - Identify present levels of academic achievement and functional performance;
    - Determine whether the student continues to need special education and related services; and
    - Inform any necessary additions or modifications to the IEP.
- If the EDT determines that additional data are needed, the team develops an evaluation plan and provides Prior Written Notice (PWN) in accordance with NMPED requirements.
    - Informed parental consent is obtained prior to conducting any additional assessments.
- If the EDT determines that no additional data are needed, the district provides Prior Written Notice documenting this decision and the basis for it.
- When additional assessments are conducted, the evaluation is completed within 60 calendar days of receiving parental consent, in compliance with NMPED timelines.
- Upon completion of the evaluation, the EDT convenes to review all data, determine continued eligibility under IDEA criteria, and document the decision. Prior Written Notice is provided to the parent/guardian.
- If the student is determined to be eligible, the Individualized Education Program (IEP) team reviews and revises the IEP, as appropriate, to address the student's current needs.
- If the student is determined to be no longer eligible, the Case Manager ensures Prior Written Notice is provided and may refer the student to the Student Assistance Team (SAT) for general education supports.