

## Hawthorn Academy's Independent Educational Evaluation Guidelines

*The parent/guardian has the right to obtain an IEE at public expense when the parent disagrees with the assessment obtained by the LEA. Although it can be requested, a parent is not required to provide to the LEA the reason why they disagree with the public evaluation (USBE SER IV.C (3)(a)(c)).*

Independent Educational Evaluation (IEE) means an evaluation conducted by a qualified examiner who is not employed by the public agency responsible for the education of the child in question (34 CFR §300.502).

Local Educational Agency (LEA) means the school district, which for use in this document is HAWTHORN ACADEMY.

Public Expense means the LEA pays for the cost of the evaluation or ensures the evaluation is otherwise provided at no cost to the parent.

### **Guidelines**

Independent evaluator(s) will comply with all state and federal requirements pertaining to the evaluation of students with disabilities, confidentiality requirements, and the criteria set forth in these procedures.

Parents are required to give appropriate release to exchange information between the independent educational evaluator(s) and HAWTHORN ACADEMY as a condition of HAWTHORN ACADEMY's agreement to pay the provider for an independent evaluation. This permits the independent evaluator to directly communicate with HAWTHORN ACADEMY staff that work with the student and the members of the IEP Team and share information with HAWTHORN ACADEMY. The expectation is that the evaluator will obtain and consider school information and observations of the student in the school setting in the evaluation process and the written report.

As for observations, if HAWTHORN ACADEMY observed the student in conducting the evaluation with which the parent disagrees or if its assessment procedures allow in-class observations, the independent evaluator will be provided with an equivalent opportunity to observe the student in the current educational setting.

The independent evaluator will be expected to produce his/her written report, including original assessment protocols within 60 calendar days, or 45 school days a reasonable amount of time, subject to any contractual arrangement with HAWTHORN ACADEMY or unusual circumstances that justify an extension of this timeline.

The independent evaluator must agree to release their assessment information and results to HAWTHORN ACADEMY prior to receipt of payment for services. Since an IEE conducted at the expense of an HAWTHORN ACADEMY, becomes the property of the HAWTHORN ACADEMY (USBE SER IV.C (4)), once received HAWTHORN ACADEMY, without unnecessary delay, will provide the copy to the parents.

The results of the IEE will be considered in the determination of eligibility, program decisions, and educational services and placement of the student with disabilities as

required by the Individuals with Disabilities Education Act. However, an IEE will not control the decisions made by HAWTHORN ACADEMY.

Although HAWTHORN ACADEMY may request and pay for the independent evaluator to attend the meeting conveyed to discuss the assessment results, such participation is not required (34 CFR §300.502(c)) as long as HAWTHORN ACADEMY provides someone who can interpret the instructional implications of the evaluation results.

**Minimum Credentials/Qualifications for Evaluators**

Evaluators chosen to conduct IEEs must meet *all of* the criteria established as follows:

1. The independent evaluator must not be an employee of the HAWTHORN ACADEMY.
2. The independent evaluator must be certified or licensed by an accredited professional organization or agency that is recognized within the State of Utah representing his or her profession.
3. The independent evaluator should possess comparable credentials to the examiner that conducted the evaluation that is in dispute.
4. The independent evaluator must meet the qualifications and training requirements to administer, score, and interpret the evaluation instrument(s) utilized during the IEE as specified by the test publisher.
5. The independent evaluator must have training and experience in evaluating students of the same age level.
6. The independent evaluator must be able to schedule an evaluation in a timely manner and produce a written report within a reasonable amount of time.

**Cost**

Evaluators must charge fees for evaluation services, which in the judgment of HAWTHORN ACADEMY must be reasonable and customary for such evaluations. The cost of an IEE shall be comparable to those costs that HAWTHORN ACADEMY incurs when it uses its own employees or contractors to perform a similar assessment. The suggested total cost of an independent multidisciplinary evaluation is \$3,500.00.

The suggested total cost of a single independent evaluation may be guided by the following schedule of costs:

| <b>Type of Assessment</b> | <b>Cost</b>   |
|---------------------------|---------------|
| Academic Achievement      | \$400         |
| Adaptive Behavior         | \$500         |
| Assistive Technology      | \$250         |
| Behavioral/Social         | \$800-\$1,000 |
| Cognitive                 | \$600         |

|                      |                   |
|----------------------|-------------------|
| Motor                | \$150             |
| Occupational Therapy | \$150             |
| Speech and Language  | \$275             |
| Transition           | \$300             |
| Psycho-Educational   | \$1,000 - \$1,500 |

Costs above the suggested amounts may be approved if the parent is able to demonstrate that unique circumstances justify the selection of an evaluator whose fees fall outside these criteria. Written prior approval from HAWTHORN ACADEMY's Lead Director and Special Education Director for fees that fall outside of these criteria would need to be obtained.