

**Administrative Guidelines
Independent Educational Evaluation
Wrightstown Community School District**

Parent Rights/Obligations

The parents have a right to an independent educational evaluation (IEE) at public expense if they disagree with an evaluation completed by the district. Evaluation means procedures to determine whether the student has a disability, as defined by IDEA, is eligible for special education, and the nature and extent of the special education and related services the student needs. Public expense means Wrightstown Community School District will pay the cost of the evaluation or ensure the evaluation is otherwise provided at no cost to the parent. Parents have a right to obtain an IEE only after the district has completed its evaluation. The request must be received within one year from the date of the district's evaluation. Parents are entitled to only one IEE for each assessment performed by a district evaluator. The request must indicate the areas for which they are requesting an IEE, but they are not required to indicate their reasons. The parents have a right to select the evaluator. The Wrightstown Community School District requires the examiner to hold or be eligible to hold the same particular state license that is required of its own staff who conduct evaluations.

District Rights/Obligations

Upon receipt of a parent request for an IEE, the district will provide the parents with information and criteria obtaining an IEE. The district shall, within a reasonable time period, in any event no later than twenty (20) business days, inform the parent as to whether the district will accept the IEE or request a due process hearing. If the parent obtains an IEE without notifying the district and subsequently requests payment, the district will initiate a hearing to demonstrate that the evaluation obtained by the parent did not meet the agency's criteria. An IEE that qualifies for public funds must dispute a district evaluation as to the existence of a disability and the nature and extent of special education and related services. If eligible, the district is required to request a due process hearing to defend its evaluation or reimburse the parents. The district is not obligated to request a due process hearing for evaluations that do not meet the requirements defined by 330.502 of the federal regulations.

District Criteria

Notice of Receipt of Parent Request for IEE

The district, within twenty (20) business days, shall respond in writing to the parent request for an IEE.

Location of Qualified Evaluators

Parents are encouraged to using qualified evaluators within a 50-mile radius of Wrightstown. The district will consider other evaluators if parents can demonstrate unique circumstances that would justify a selection outside the geographical area.

Minimum Qualifications of Evaluators

Independent evaluators must be licensed by the Wisconsin Department of Public Instruction, or by an accredited organization or agency representing their profession. Occasionally, a private provider may have a vested interest in the outcome of an independent educational evaluation (IEE). The district reserves the right to proceed to due process over the issue of minimum qualifications of the independent evaluator where it appears that the evaluator has an interest in the outcome of the IEE.

In determining whether the evaluator has an interest in the outcome of the IEE, the district will consider factors including, but not limited to the following: nature of the relationship between the evaluator and the student/family; whether services were provided in the past or are currently provided; the type of services provided; the length of time between the cessation of previous services and generation of the IEE; and the contents of reports generated during the relationship between the student and the evaluator.

Third Party Payments

The district reserves the right to request that parents use their insurance or other means of assistance to pay for the IEE if it does not result in any present or future financial cost to the parents.

Number of Independent Educational Evaluations

For every full evaluation that the District completes, only one independent educational evaluation is eligible for reimbursement by the District.

Maximum Allowable Cost

The maximum allowable cost will depend upon the required qualifications of the evaluator. If the evaluation requires a bachelor's degree, the hourly rate will be \$50/hr. If it requires a master's degree, the hourly rate will be \$75/hr.

In the event the evaluator is one not typically employed by the district, such as a medical doctor or clinical psychologist, reimbursement of costs will be limited to reasonable and customary charges as determined by the district in consultation with local providers and its insurance carrier.

The evaluator's attendance at IEP or other similar meetings regarding the student are not part of the IEE and will not be reimbursed unless the district makes the request.

The district will permit parents to demonstrate unique circumstances to justify an IEE that exceeds the maximum allowable cost.

MAXIMUM ALLOWABLE COST FOR
INDEPENDENT EDUCATIONAL EVALUATIONS

Evaluation Area	Maximum Allowable Cost
Academic Achievement	\$ 375
Assistive Technology	\$ 200
Adaptive Behavior	\$ 200
Hearing	\$ 300
Intellectual/Cognitive	\$ 300
Physical Therapy	\$ 225
Occupational Therapy	\$ 225
Social and Emotional	\$ 150
Speech and Language	\$ 225
Vision	\$ 300

Costs above these maximal amounts will require the parents to demonstrate that such costs reflect a reasonable and customary rate for such evaluative services or if the parents can demonstrate that there are other factors that make the extraordinary costs necessary.

Independent educational evaluators are required to provide an invoice that details the type of assessment, the names of the assessment instruments, and the specific time required to administer each instrument.

If the district incurs a cost associated with the IEE such as a teacher being required to complete a report for the independent evaluator, then the invoice payment will be reduced accordingly.