



Reevaluation: Why do more than a file review for students with complex learning profiles?

Overview

Every three years Individualized Education Program (IEP) teams are legally required to conduct a reevaluation process to determine a student's continued eligibility for special education and related services. Teams can choose to review existing data (a records review) or can choose to use informal or formal assessments to answer questions they have about a student's learning. We recommend teams use the reevaluation process to gain new insights beyond a record review.

Why it Matters?

Do more than a file review to...

- discover and discuss what **educational needs have changed**
- provide an **opportunity to improve instruction** and support
- develop an **updated IEP** based on new information
- add or adjust appropriate **accommodations and services**
- document current **strengths and challenges**
- monitor **progress**.

Guidelines for Reevaluation Planning Meeting

1. Send notification to the Evaluation Planning Team regarding the evaluation planning meeting.
2. Bring the team members (including family) together to discuss what questions regarding student learning everyone may want more information about.
3. Decide what information needs to be collected to answer team questions.
4. Determine what types of assessments will be used to answer team questions (observations, formal and informal assessments).

References/ resources

Individuals with Disabilities Education Act 20 U.S.C. § 1414(c) et seq. (2004). Sec. 300.305 *Additional requirements for evaluations and reevaluations*. <https://sites.ed.gov/idea/regs/b/d/300.305>

Vermont Agency of Education (2023). *K-12 Special Education Evaluation Implementation Guide*. <https://education.vermont.gov/sites/aoe/files/edu-school-aged-k12-special-education-evalutaion-implementation-guide.pdf>

Vermont Family Network (2014). *Parent's Rights in Special Education*. <https://snsc-uv.org/wp-content/uploads/Parents-Rights-in-Special-Education-Fact-sheet.pdf>

Parent Educational Advocacy Training Center (2025). *Special Education Triennial Reevaluation Factsheet for Virginia's Parents*. <https://peatc.org/wp-content/uploads/2025/05/Triennial-Reevaluations-2.pdf>

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College of Education and Social Services
Center on Disability and Community Inclusion

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