

ADOPTED: May 7, 1992
REVISED: November 7, 2002

REFERRAL TO PUPIL EVALUATION TEAM

Maine School Administrative District No. 54 recognizes that a student may require special education and supportive services in order to benefit from regular education. To be considered for such services, a student must be referred to a Pupil Evaluation Team (after other alternatives have been tried and rejected, with documentation of such) in a timely manner and a PET shall convene within 15 school days of the receipt of the referral to review existing evaluation data and determine the need for additional evaluations.

Referrals may be made by:

- A. Any professional employee of the school system;
- B. The student's parent(s); or
- C. Professional members of the community, i.e., physicians, pre-school coordination site personnel or agency representatives who have knowledge of the student.

Parents may, at any time, refer their child to the PET if they have reason to believe that the student may require special education and supportive services. MSAD #54 does not require a parent to utilize a "pre-referral" or "Student Assistance Team" process prior to convening a PET meeting to review the parent's referral.

Students who are "at risk" shall be identified, screened and referred to the Student Assessment Teams or pre-referral process. From there, a request may be made for further evaluation (parent permission obtained, etc.) and then referred to the Pupil Evaluation Team for eligibility determination. The building principal shall insure that identification and screening occurs. "At risk" students to be referred might be exhibiting medical, physical, emotional, mental or intellectual, or academic difficulties affecting school performance. Indicators could also include extensive school absences, suspensions, etc.

Legal Reference: Maine Special Education Regulation 7.7; PL. 94-142
Section 504 Rehabilitation Act; Individuals With Disabilities Education
Act