



**QUESTION: I referred my child to be evaluated for special education services. What happens next?**



Step 1: Your referral now goes to the office of Special Services. It is entered into our system which generates a consent to conduct evaluations that will be sent to you by mail.

Step 2: In order for the evaluation to proceed, a parent or guardian must sign the consent and return it to the school or the attention of Theresa Lasso, Special Services Office at 65 Chapel Street, Garnerville NY 10923 (there is a mailbox labeled Special Services in the vestibule for safe drop off).

Step 3: Once we receive the consent back, the district has **60 days** to set up several evaluations of your child (usually a social history, educational, psychological and related services evaluation). You may submit any private evaluations that you may have had completed for your child.

Step 4: Your child will be tested in school by a Special Education Teacher, School Psychologist and possibly additional evaluators unless other arrangements are necessary. You should let the district know your specific concerns for your child.

Step 5: Each evaluator will review the testing results with the parent/guardian before the CSE meeting. You will also be provided with a copy of the evaluations before the CSE meeting.

Step 6: An initial eligibility determination CSE meeting will be scheduled within the 60 day timeline. At the meeting, a committee from the school district and including the parent(s) will review all of the information and make a determination as to whether or not your child qualifies for special education services.

For additional information and Chairperson contact information, please refer to the North Rockland CSD website, under Departments, Special Services.

<https://sites.google.com/a/northrockland.org/special-services/>

Please feel free to contact the Special Services office should you have any further questions at 845-942-3450.