Indicator 11 – LEA Self-Assessment

The purpose of this form is for the SU/SD to review its procedures for Indicator 11.

Please fill in all the fields of each component of Indicator 11.

Note: the fields may not be applicable to all steps. In that case, please write in “N/A”.

LEA’s Name and ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| Activity | WhoWho is involved in and is responsible for the planning, execution, and recording of the step? | WhenWhen does this step take place? How often?  | HowWhat does the step involve?How does this step take place?What process is followed?Are there exceptions to it?Why? |
| --- | --- | --- | --- |
| Request for evaluation |  |  |  |
| Evaluation planning team (EPT) meeting |  |  |  |
| LEA receives parent consent for evaluation |  |  |  |
| Eligibility determination meeting |  |  |  |
| Eligibility report provided to the parents |  |  |  |
| Record review |  |  |  |
| Out-of-state transfer |  |  |  |
| Referral to an IEP team  |  |  |  |
| Referral to a 504 or EST team |  |  |  |
| [Form 4](https://education.vermont.gov/sites/aoe/files/documents/edu-sped-form-4-notice-of-an-evaluation-delay_0.pdf) - Notice of Delay |  |  |  |
| Child Find awareness – Type and frequency of efforts to inform the public about Child Find requirements |  |  |  |
| Point of contact in the District, if there is a concern about a child’s learning and/or if there is a suspected disability |  |  |  |
| Timely identification, location, and evaluations for all children having or suspected of having a disability, including assuring timelines are being met |  |  |  |
| Student assessments are conducted using appropriate evaluations, procedures, and instruments, during the initial evaluation process |  |  |  |