

## Criteria for an Independent Educational Evaluation:

1. The parent(s) and District must mutually agree to the parameters of an IEE (i.e., the areas to be assessed) and to the independent evaluator(s) who will conduct the evaluation;
2. Independent evaluators must be licensed by the MN Board of Teaching or by an accredited organization or agency representing their profession that is recognized within the state of MN;
3. Independent evaluators must meet the qualifications and training requirements to administer, score and interpret the evaluation instrument(s) utilized during the IEE, as specified by the test publisher;
4. Parents must provide written consent for the evaluation, and must simultaneously give their written consent for an exchange of information between the District and independent evaluator(s), including the release to the District of the evaluation report and results of all assessment data collected by the independent evaluator(s);
5. The independent evaluator(s) shall use only the most current version of each assessment instrument utilized for the IEE;
6. The independent evaluator(s) shall review the student record, including the results of evaluations conducted by the District;
7. The District may require the independent evaluator(s) to conduct classroom observations and interviews with parents and staff as part of the evaluation process;
8. The independent evaluator(s) shall provide the District with a written evaluation report, prior to receipt of payment for services, which shall contain:
  - a. dates when evaluation activities were conducted;
  - b. the scores, along with subtest scores, of the tests administered;
  - c. a discussion and interpretation of test results;
  - d. a diagnosis of the student's condition, as appropriate; and
  - e. recommendations for the District's evaluation team to consider.
9. Upon request, the independent evaluator(s) shall be available in person or electronically (i.e. telephone conference call, interactive video, etc.) to discuss results of the IEE with the District team.

The District reserves the right to deny a parental request for a specific independent evaluator where it appears the evaluator may have a vested interest in the outcome of the IEE. In determining whether an evaluator has a vested interest in the outcome of the IEE, the District will consider factors including, but not limited to:

*The Northfield Public School District delivers educational excellence that empowers all learners to participate in our dynamic world.*

1. The nature of the relationship between the proposed evaluator and the student, their family or legal council representing the student or family;
2. Whether the proposed evaluator is currently or has previously provided services to the student or family; and
3. Prior interactions between the proposed evaluator and the District.

**Accessing Third Party Payment:**

The District would like to access your private or public health insurance to help cover the cost of the IEE. The District will pick-up any costs (i.e., deductibles, co-pays, etc.) not covered by your insurance provider, so that there will be no out-of-pocket costs for you.

**Consideration of the Results of an Independent Educational Evaluation:**

The District will consider the findings and recommendations provided by an IEE completed in accordance with these procedures. However, the District continues to be responsible for making decisions regarding your child’s eligibility and need for special education services, and when the student is eligible and needs special education, for determining placement and services to be provided.

**Pre-approved IEE Evaluators**

Following is a list of individuals and agencies that provide Independent Educational Evaluations. This list represents evaluators who meet the District’s criteria for an IEE and whom both parents and the District have found to conduct quality evaluations in the areas of specialization listed. The evaluators are listed numerically by zip code.

<p><b>Agency:</b> Gillette Children’s Specialty Healthcare  <b>Address:</b> 200 East University Ave          . St. Paul, MN 55101  <b>Phone:</b> (651) 291-2848</p>	<p><b>Area(s) of Specialization:</b>          Assistive Technology          Augmentative Communication Evaluation          Comprehensive Health/Medical Services          Developmental Pediatrics          Pediatric Neurology</p>
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<p><b>Agency:</b> Children’s Hospital &amp; Clinics  <b>Address:</b> 345 N. Smith Ave.          St. Paul, MN 55102  <b>Phone:</b> (651) 220-6000</p>	<p><b>Area(s) of Specialization:</b>          Comprehensive Health/Medical Services          Developmental Pediatrics          Pediatric Neurology</p>
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<p><b>Agency:</b> Karen Cass-Felling  <b>Address:</b> 12940 Harriet Ave. South, Suite260          Burnsville, MN 55337  <b>Phone:</b> (952) 891-5534</p>	<p><b>Area(s) of Specialization:</b>          Autism/PDD          Anxiety, Depression, ODD</p>
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<b>Agency:</b> Park Nicollet Alexander Center <b>Address:</b> 8455 Flying Cloud Drive, Suite 205 Eden Prairie, MN 55344 <b>Phone:</b> (952) 993-2498	<b>Area(s) of Specialization:</b> Attention/Behavior Issues Autism/PDD Developmental Disorders Learning Disabilities Speech Language Services
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<b>Agency:</b> Learning Disabilities Association: <b>Address:</b> 5354 Parkdale Drive, Suite 200 St. Louis Park, MN 55416 <b>Phone:</b> (952) 922-8374	<b>Area(s) of Specialization:</b> Assessment & Diagnosis of Learning Problems
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<b>Agency:</b> Courage Center <b>Address:</b> 3915 Golden Valley Rd. Minneapolis, MN 55422 <b>Phone:</b> (763) 588-0811	<b>Area(s) of Specialization:</b> Augmentative/Adaptive Evaluations Behavior Management Issues Children's Mental Health Pediatric Neurology Physical, Occupational & Speech Therapies
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<b>Agency:</b> Sheila Merzer, M.A., L. P. <b>Address:</b> 4820 Minnetonka Blvd. Suite 200 St. Louis Park, MN 55716 <b>Phone:</b> (952) 928-2811	<b>Area(s) of Specialization:</b> Autism/PDD Behavior Management Issues
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<b>Agency:</b> Mayo Clinic. <b>Address:</b> 200 First St. SW Rochester, MN 55905 <b>Phone:</b> (507) 284-2511	<b>Area(s) of Specialization:</b> Comprehensive Health/Medical Services Children's Mental Health/Pediatric Psychiatry Developmental Pediatrics Pediatric Learning and Behavior Pediatric Neurology
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