

## Off-Cycle REED

While a child is placed in special education, a reevaluation must be conducted every three years. If an additional REED needs to be held outside of the full triennial reevaluation (transfer student needs additional testing, dyslexia information being added, etc.), an off-cycle REED can be done.

Off-cycle REEDs can create additional evaluation deadlines without impacting the existing reevaluation deadlines.

### Conduct an Off-Cycle REED

#### **Steps** *To conduct an off-cycle REED:*

1. Create a **Review of Existing Evaluation Data** and conduct a review to decide if additional data is needed.
  - In Section 3, select **REED was conducted for an additional/other evaluation and will not serve as triennial FIE.**
2. If additional data is:
  - **Needed:** The existing reevaluation deadlines will remain unchanged, but additional deadlines will be calculated for a Prior Written Notice, Consent for Other Evaluation, and Additional Data. Fill out the required documents.
  - **Not needed:** No additional deadlines will be calculated and the existing reevaluation deadlines will remain unchanged.