IEP Students Test Out Flow Chart

Student submits interest form to Counselor

Counselor and IS/ Case Manager have a meeting with the students

Student still wants to test

Student no longer wants to test out then IS must write a Prior Written Notice

The IEP team must meet. The team must include: Case manager, IS for the subject that the student wants to test out of, inclusion teacher, general education teacher, counselor, parent, and administrator.

Discussion points for meeting:

What does the student need to know?

Parents should sign the paper saying they know and understand what their child needs to know for testing out (competencies).

Discuss with everyone what the students IEP accommodations are on the IEP.

Explain what and how those accommodations will be given to the student.

5 days before the test the general education teacher will give the test to the IS. The IS will then complete the modifications. The IS will supervise the test.

PWN sent home stating the process that took place above, modifications, meeting date, and the grade the student earned.