

# ARD MEETING CHECKLIST

**ALWAYS Record, Take a Break if needed or reconvene the ARD**

## **Required to Address**

- Evaluation Date and Re-Evaluation **due** date
- Present Levels
- Strengths & weaknesses
- Transition
- Accommodations
- Goals
- State testing 3-8th
- EOC 9-12th grade
- Placement & Service Minutes
- Related Service Provider
- Graduation Code if 9-12.
- \* If on modified curriculum in 9-12th grades it affects graduation
- (See codes on back)

## **What if I disagree with the Evaluation?**

- Ask for an IEE- Independent Educational Evaluation
- Write why you disagree with the Evaluation and make note of this in the Deliberations & Prior Written Notice, (PWN)
- After a tabled ARD (Reconvene), you have five days to file a complaint.

## **What if I disagree with the IEP?**

- Check Disagree on signature page
- Before you leave, write out what you disagree with and have it documented in the deliberations and in the Prior Written Notice (PWN)
- After the tabled ARD, you have five days to file a complaint.

WWW.BLUMEADVOCACY.COM 936-827-0427

## I am here at the ARD table - Now What?

Need a quick answer?  
Call or chat with SPED TEX  
1-855-773-3839  
or Text  
Suzanne Blume  
936-827-0427

### Placement Changes

Continuum of services are  
based on LRE



- 54
- 55
- 56
- 57

### Graduation Codes

**What affects these codes?**

- CTE classes
- Modified Curriculum
- Accepting Participation requirements for STAAR/EOC tests- If accepted more than 3.

## Acronyms

ARD- Admissions Review Dismissal  
IEP- Individual Education Plan  
FBA- Functional Behavioral Assessment  
REED- Review of Existing Evaluation Data  
BIP- Behavior Intervention Plan  
IEE- Independent Educational Evaluation  
FIE- Full Individual Evaluation

### Common feedback you may hear from the district

“ We can not do that per district Policy”  
(Show me the policy)

“We do not have the budget or staffing for this”  
Not acceptable- File a complaint

“We need time to collect the data”  
Allow 5 days to collect and if no data-  
File an OCR complaint

# **DON'T FORGET YOUR ARD CHECKLIST**

ARD CHECKLIST