



Special Education Timelines & Obligations

Initial Evaluation and IEP Development		
Service/Obligation	Timeline	Notes/Considerations
Initial evaluation	Within 60 school days from written parent consent to the date of the meeting to consider eligibility.	OAR 581-015-2110(5)(a)
Initial IEP & Placement	Within 30 calendar days of a determination that the child needs special education. IEP must be <i>implemented</i> within 10 school days of the IEP development meeting.	OAR 581-015-2220(2)(a) OAR 581-015-2250(1)(d)
Re-Evaluation & Annual Review		
Re-Evaluation	Considered by the IEP team every 3 years .	OAR 581-015-2110(5)(b)
IEP & Placement: Annual Review	Reviewed at least once every 364-calendar days ; IEP must be <i>implemented</i> within 10 school days of the IEP development meeting.	OAR 581-015-2225(1)
Applicable to ALL IEPs		
Notify parents of the IEP team meeting (send IEP meeting notice).	“Early enough to ensure an opportunity to attend” the IEP meeting.	
Notice of Procedural Safeguards.	Inform parents of procedural safeguards at each IEP meeting.	
In-State Move-In		
Determine comparable IEP service and provide FAPE.	Within 10 school days of enrollment.	OAR 581-015-2110(5)(b)
Adopt the current IEP or Develop & Implement a new IEP.	Within 30 calendar days of enrollment.	If adopting current IEP, create <i>Prior Notice of SPED Action</i> .
Out-of-State Move-In		
Determine comparable IEP service and provide FAPE.	Within 10 school days of enrollment.	OAR 581-015-2110(5)(b)
1. Complete Oregon <i>Statement of Eligibility</i> . 2. Complete NEW <i>Prior Notice & Consent for Initial Provision</i> . 3. Develop & Implement a new IEP.	Within 30 calendar days of enrollment.	New eligibility and IEP may be based on prior (out-of state) testing, prior goals, and associated back-up documentation.
Discipline		
Provide parent(s) with notice of change of placement and copy of procedural safeguards.	Day decision is made to remove student for disciplinary purposes for >10 school days.	
Conduct a manifest determination review.	Within 10 school days after the decision is made to remove student for disciplinary purposes for > 10 school days.	
Student Records/Record Requests		
Provide parent(s) with copies of student records.	Within 10 business days after an oral or written request for parent(s).	
Provide new LEA with special education records.	10 business days after request from new LEA for records.	
Specialized Settings: (e.g., Life Skills, Bridgeway, The Child Center, Jasper, Riverfront, out of district.)	Records remain at student’s home school; working copy can be sent to attending school.	
Owls Nest	All records housed at Harrison Elementary.	