A Transition Roadmap
For Families

**Referral**
When the school district receives a written referral for your child, you will be notified in writing.

**Additional Assessment**
If additional assessment is needed, parents/guardians will be notified in writing. Assessments require written consent from a parent/guardian before they are administered.

**IEP Meeting**
The meeting occurs at a mutually agreeable time and date. The team will work together to design an Individualized Education Program (IEP) when a child is found eligible. Birth to 3 Program staff may attend with parent/guardian consent.

**Notice of Placement**
Parents/guardians will receive an offer of placement from the school district. Special education services may begin after a parent/guardian provides written consent.

**IEP Review**
A meeting must be held annually, or when requested by a team member (including parents/guardians), to review/revise the IEP as necessary.

**Services Begin**
The services provided by the Birth to 3 Program conclude prior to your child receiving services from the school district.

**Re-Evaluation**
Your child’s eligibility for special education services will be re-evaluated every three years, unless otherwise determined by the IEP team.

**Evaluation Meeting**
This meeting is to determine your child’s eligibility for special education and related services AND the educational needs of your child. You are an important part of the evaluation/IEP team.

**Review Information**
Birth to 3 Program records are shared, if parents/guardians consented. The evaluation team asks parents/guardians for additional input. Appropriate assessment measures are determined.

**Transition Planning Conference**
Share information about your child. Ask questions about next steps and educational program options. Staff from perspective educational programs may attend.

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Resources to Explore

- **Special Education in Plain Language.** A user-friendly handbook on Special Education laws, policies and practices in Wisconsin.
- **WI Special Education Procedural Safeguards.** Rights for parents and children, including information for key contacts.
- **WSPEI Student Snapshot.** A form to fill out by the family to help school staff get to know the child better.
- **Wisconsin DPI Special Education Acronyms.** A list of frequently used acronyms/terms in special education.
- **Wisconsin DPI IEP Discussion Tool.** Guiding questions to help identify a student’s present levels of academic and functional performance and develop annual IEP goals and special education services to address the student’s disability-related needs.
- **Wisconsin Model Early Learning Standards.** A framework that specifies developmental expectations for children from birth through entrance to first grade.
- **Learn the Signs, Act Early.** Developmental milestones from Birth-5 from the Centers for Disease Control and Prevention.
- **Wisconsin Statewide Parent Educator Initiative (WSPEI).** Helps families and school districts build positive working relationships that lead to shared decision making and children’s learning.
- **Parent to Parent of Wisconsin.** Offers parent support to parents of children with special needs through a one-to-one connection with another parent who has similar experience.
- **WI Department of Public Instruction.** Provides information about things happening in Wisconsin schools, as well as information about how our system of public education works.

Feeling Lost? Reach Out!

**PARENT to PARENT**
833-361-6300

**WSPEI**
Wisconsin Statewide Parent Educator Initiative
833-879-7734