



# Activity Handout

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## Activity: Educational Benefit Review (EBR)

### Purpose

The Educational Benefit Review (EBR) process guides teams through the examination and comparison of specific components of the IEP to determine if the IEP is “reasonably calculated to enable a child to make progress appropriate in light of the child’s circumstances.” This process allows LEA teams the opportunity to investigate their LEA’s practices to identify areas of strength and any gaps that need to be addressed.

### Instructions

**1. Create team that will conduct EBR.** Team should consist of experienced Special Education staff, administrators, school psychologists, etc. Additional detail about EBR team creation is provided in EBR videos.

#### 2. Watch

- a) [Video 1: Introduction and Legal Requirements](#)
- b) [Video 2: Getting Started](#)
- c) [Video 3: Conducting the EBR Year 1 and Year 2](#)
- d) [Video 4: Conducting the EBR Year 3/Current IEP and Compliance Determinations](#)
- e) [Video 5: Summary of Files, Trends and Submission](#)

**3. Conduct** EBR of 10 student files. Student selection involves reviewing three consecutive years of a student’s IEPs, ideally starting with a review of the year in which an initial or triennial IEP was completed, and then include two subsequent years of IEP information.

- a) (OPTIONAL) Targeted: LEA selects 10 student files of their choice
- b) (REQUIRED) Intensive: LEA starts at the top of the CDE-provided list of 15 student files and move down

**4. Provide evidence** for those students who are no longer with the LEA, or have exited from special education (a copy of the student enrollment page or the student exit status typically found the LEA’s student information system)

**5. Complete EBR documents** and submit to the CDE consultant via Box account by specified deadline. Instructions for Box will be provided by CDE to the LEA lead. The documents to be submitted are:

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a) One [EBR Student File Worksheet](#) for each student reviewed

b) [EBR Summary of File Reviews](#)

c) [EBR Trends in Practice](#)

6. Provide CDE consultant with **access to the reviewed student files** for spot checks of the EBR process.

7. **Complete Corrective Actions** that result from EBR findings: 45 days for LEA-level and 60 days for student-level. Due dates will be assigned by the CDE consultant. A follow-up review will be scheduled by your CDE consultant to retest any items found noncompliant during the review to ensure LEA practices have changed to meet Federal and State statutes and regulations.

8. Have the CIM team **consider EBR findings as a part of the CIM plan.**

**Note:** If this is an optional activity based on monitoring status, the CDE will not provide a student list, spot checks, or issue corrective actions. Instead, the LEA may select and review files independently using the resources listed in this document.

## Resources

[EBR Student File Worksheet](#)

[EBR Summary of File Reviews](#)

[EBR Trends in Practice](#)