DESIRED OUTCOMES

☐ **Agreement** on student eligibility for special education services

☐ **A better understanding** of student’s academic and/or behavioral needs so that an appropriate program can be planned

☐ **A decision** on program and placement

☐

☐

☐
MEETING GROUND RULES

☐ Acknowledge team members as valuable participants

☐ Demonstrate reciprocal respect toward team members and their opinions

☐ Speak in turn so that valuable information can be considered

☐ Follow the Agenda

☐ Work together to reach consensus
$504 Evaluation Meeting Agenda

START UP!

- Welcome
- Introductions
- Outcomes
- Overview/Time Constraints
- Rules for Effective Participation
- Rights

504 Evaluation

- Student Performance Data Review
  - Parent Input
  - Health/Medical
  - Teacher Observation(s)
  - Language Arts
  - Communication/English Language Development
  - Mathematics
  - Physical Education
  - Work/Study Habits
  - Attention/Concentration
  - Socialization
  - Test Taking
- Eligibility Determination or Manifestation Determination
- Recommend/Establish Accommodations
- Notice of Eligibility Determination
- Signatures
- Consent
MEETING AGREEMENTS

- One person speaks at a time
- Listen carefully to the ideas of others
- Consider the ideas of others
- Share your views willingly
- Ask and welcome questions for clarification
- Honor agreed time limits
- Keep the meeting focused on the child

MEETING AGREEMENT GOALS

- Focus on listening and understanding
- Clear communication
- An atmosphere of respect
Present Levels of Performance

Student: ________________________________

<table>
<thead>
<tr>
<th>Performance Area:</th>
<th>STRENGTHS / ABILITIES</th>
<th>CHALLENGES / NEEDS</th>
<th>SUPPORTS / ACCOMMODATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal 1 Achieved?:</td>
<td>[ ] Yes</td>
<td>[ ] No</td>
<td>[ ] N/A</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Goal 2 Achieved?:</td>
<td>[ ] Yes</td>
<td>[ ] No</td>
<td>[ ] N/A</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>