

Evaluation/Eligibility Report Checklist

The written evaluation report must contain:

- The determination of whether the child has an exceptionality (KAR 91-40-10(a)(1)(A))
- The basis for making the determination (KAR 91-40-10(a)(1)(B))
- Relevant behavior noted during the observation of the child (KAR 91-40-10(a)(1)(C))
- The Relationship of that behavior to the child's academic functioning (KAR 91-40-10(a)(1)(D))
- Educationally relevant medical findings, if any (KAR 91-40-10(a)(1)(E))
- Signatures of each team member indicating whether the report reflects their conclusion (KAR 91-40-10(a)(2))
- If not, the team member(s) must submit a separate statement presenting their conclusion (KAR 91-40-10(a)(2))

If the child was identified with a specific learning disability (SLD) in addition to the above it must also contain:

- An assurance that the determination was made in accordance with applicable laws and regulations (KAR 91-40-10(e)(2))

Documentation of whether the child:

- does not achieve adequately for the child's age or to meet state-approved grade-level standards (KAR 91-40-10(e)(5)(A))
- does not make sufficient progress to meet age or state-approved standards **or** exhibits a pattern of strengths and weaknesses in performance, achievement, or both, relative to age, state-approved grade level standards or intellectual development (KAR 91-40-10(e)(5)(B))
- Determination of the team concerning the effect of the following factors on the child's achievement: visual, hearing, or motor skills disability; mental retardation; emotional disturbance; cultural factors; environmental or economic disadvantaged; or limited English proficiency (KAR 91-40-10(e)(6))

If the child participated in a response to intervention (RtI) process the following items must be included in addition to those listed above:

- The instructional strategies used (KAR 91-40-10(f)(1))
- The student-centered data collected (KAR 91-40-10(f)(1))

Documentation that parents were notified about:

- The state's policies regarding the amount and nature of student performance data that would be collected and the general education services that would be provided (KAR 91-40-10(f)(2)(A))
- Strategies for increasing the child's rate of learning (KAR 91-40-10(f)(2)(B))
- The parents' right to request an evaluation (KAR 91-40-10(f)(2)(C))