

#### **Evaluation Summary Report** (Pennsylvania)

Last Modified on 03/05/2025 9:20 am CST

#### Tool Search: Special Ed Documents

The Evaluation in Campus documents the student's educational needs and determines eligibility for special education. This document describes each editor, the section(s) of the print format that includes the entered information, a description of each field on the editor, and any special considerations and instructions for using the editor and fields.

An evaluation must be created whether or not the student is determined to have a disability. The school district gives a copy of the evaluation summary report, including the documentation of eligibility, to the student's parents. For information on general functionality, navigation, and additional plan and evaluation features, see the core Plan and Evaluation Information article.

Editor Home			
IAME	STATUS	MODIFIED BY	COMPLETED BY
valuation Header	(IN PROGRESS)	System Administrator 10/29/21 10:39 AM	
nrollment Information	(IN PROGRESS)	System Administrator 10/29/21 10:42 AM	
student Information	(IN PROGRESS)	System Administrator 10/29/21 10:39 AM	
Parent/Guardian Information	(IN PROGRESS)	System Administrator 10/29/21 10:39 AM	
Reason(s) For Referral	(NOT STARTED)		
Sources of Evaluation Data	(NOT STARTED)		
valuation Conditions	(NOT STARTED)		
Determining Factors	(NOT STARTED)		
ummary of Findings	(NOT STARTED)		
Conclusion	NOT STARTED		

The current format of this document is the **PA ER 2024**. Evaluation formats are selected in Eval Types.



#### **Evaluation Header**

The Evaluation Header editor includes general information about the evaluation, including relevant dates, the type of evaluation, and basic student information.

This editor must be saved before continuing to other parts of the evaluation.

Evaluation Header (NOT STARTED)			Editor 1 of 12
Date of Report *          01/13/2025       Image: Constraint of Constraints         Local Education Agency (LEA)         LEA Representative Name	Date Report Provided to Parent/Guardian/Surrogate * month/day/year Current Educational Program Phone Number (	Email Address	
Other Information     Add Template       B     i     A: = = = ¶:	⊂⊃ ⊞		
	Evaluation Header Editor		

Field	Description	Validation
Date of Report Required	The date the Evaluation was created.	This field auto-populates with today's date, but it can be modified.
Date report Provided to Parent/Guardian/Surrogate Required	The date the Evaluation report was given to the student's parent/guardian/surrogate.	N/A



Field	Description	Validation
Local Education Agency (LEA)	A public board of education or other public authority within a state that maintains administrative control of public elementary or secondary schools in a city, county, township, school district, or other political subdivision of a state.	N/A
Current Educational Program	The student's current educational program.	N/A
LEA Representative Name	The name of the LEA representative.	N/A
Phone Number	The phone number for the LEA representative.	N/A
Email Address	The email address for the LEA representative.	N/A
Other Information	Any other information regarding the LEA representative or the student's current education program.	The Template Bank associated with this field is called Evaluation Other Information.

# **Enrollment Information**

The Enrollment Information editor reports Special Education information from the student's Enrollment.

The **Refresh** button retrieves a fresh copy of data from the student's record. See the General Information section for additional information.

This editor is read-only.

			Editor 2 of 1
Click Refresh to retrieve a new copy of data from	a selected Enrollment record.		
Resident District	Grade		
	08		
School Name	School Phone	School Year	
STRONG VINCENT MIDDLE SCHOOL	814-555-0084	21-22	
District Information			
District Number	District Name		
105252602	School District City of Erie		
District Address		District Phone	
148 WEST 21ST, ERIE, PA 16502		(874)-555-0197	
District SPED Address		District SPED Phone	
District SPED Address		District SPED Phone	

#### Enrollment Information Editor

#### Click here to expand...

Infinite Campus

Field	Description	Ad Hoc	Validation
Resident District	The student's district of residence.	Learner Planning > Learning Plans > residentDistrictNumber	This field is pulled from the Enrollment record and cannot be modified.
Grade	The student's current grade.	Enrollment > Grade enrollment.grade	This field is pulled from the Enrollment record. This field is read only.
School Name	The name of the school associated with the student's Enrollment record.	Learner Planning > Learning Plans > servingSchoolName	This field is pulled from the Enrollment record. This field is read only.
School Phone	The phone number of the school associated with the student's Enrollment record.	N/A	This field is pulled from the Enrollment record. This field is read only.
School Year	The school year associated with the student's Enrollment record.	N/A	This field is pulled from the Enrollment record. This field is read only.
District In	formation		
District Number	The district number associated with the Enrolled school.	System Administration > Resources > District Information > State District Number	N/A



Field	Description	Ad Hoc	Validation
District Name	The district name associated with the Enrolled school.	System Administration > Resources > District Information > Name	N/A
District Address	The district address associated with the Enrolled school.	System Administration > Resources > District Information > Address	N/A
District Phone	The district phone number associated with the Enrolled school.	System Administration > Resources > District Information > Phone	N/A
District SPED Address	The district special education address associated with the Enrolled school.	System Administration > Resources > District Information > SPED Address	N/A
District SPED Phone	The district special ed phone number associated with the Enrolled school.	System Administration > Resources > District Information > SPED Phone	N/A

### **Student Information**

The Student Information editor displays basic information about the student such as demographic information. This is a read-only editor.

The **Refresh** button retrieves a fresh copy of data from the student's record. See the General Information section for additional information.

This is a read-only editor.

Student Information 🕕	PRODICES			Editor 3 of 1
When an evaluation is generated	d, a snapshot of the student's information is	taken from Census. Click Refresh to retrieve a ne	w copy of data.	
ast Name	First Name	Middle Name	Suffix	
	SOFIA	ANGELINA		
lge	Birthdate	Gender		
3		F		
ederal Designation	Federal Race(s)	Race, Ethnicity (state)		
wo or more races	3: Asian 6: White	5: White, not Hispanic		
lome Primary Language				
ddress		Student Number	State ID	
ase Manager Information				
lame		Title		
Phone				

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Field Name	Description	Ad Hoc
Last Name	The student's last name.	Census > People > Demographics > Last Name identity.lastName
First Name	The student's first name.	Census > People > Demographics > First Name identity.firstName
Middle Name	The student's middle name.	Census > People > Demographics > Middle Name identity.middleName
Suffix	The student's suffix.	Census > People > Demographics > Suffix Name identity.suffix
Age	The age of the student.	Census > People > Demographics > Age
Birthdate	The student's birthdate.	Census > People > Demographics > Birth Date identity.birthDate
Gender	The student's gender.	Census > People > Demographics > Gender identity.gender



Field Name	Description	Ad Hoc
Federal Designation	The student's federally designated race/ethnicity.	Census > People > Demographics > Federal Designation identity.raceEthnicityFed
Federal Race(s)	The student's federal race(s).	Census > People > Demographics > Race(s) identity.raceEthnicityFed1, raceEthnicityFed2, raceEthnicityFed3, raceEthnicityFed4, raceEthnicityFed5
Race, Ethnicity (state)	The student's state race/ethnicity designation.	Census > People > Demographics > State Race/Ethnicity identity.raceEthnicity
Home Primary Language	The student's home primary language.	Census > People > Demographics > First Language identity.homePrimaryLanguage
Address	The student's address. This field becomes a dropdown when more than one address exists for the student. The primary household displays by default.	Census > Households > Address Info address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip
Student Number	The student's identification number.	Census > People > Demographics > Student Number
State ID	The student's state identification number.	Census > People > Demographics > State ID
Case Manage	er Information	
Name	The name of the student's Case Manager.	Student Information > Special Ed > General > Team Members > Name
Title	The title of the staff member.	Student Information > Special Ed > General > Team Members > Caseload Role
Phone	The staff member's phone number.	Student Information > Special Ed > General > Team Members > Other Phone

### **Parent/Guardian Information**

The Parent/Guardian Information editor populates based on the guardian checkbox on the



student's Relationships tool. The editor includes Demographics information for the student's guardian.

The **Delete** button next to each parent/guardian can be used to remove a parent/guardian from the Evaluation.

The **Refresh** button retrieves a new copy of parent/guardians' data. This also returns any accidentally deleted people. Manually entered fields do not change when the refresh button is clicked. The user must **Save** after clicking Refresh to capture changes.

Parent/Guardian Inform	ation (IN PROGRESS)		Editor 4 of 12
	l, a snapshot of the parent/guardian infor Refresh to retrieve a new copy of data.	mation is taken from Census. Individuals with the Guardian check	box marked on the Relationship tool for
AKBAR - FATHER - DAUGHTE	R		
Print Sequence			Delete
1 🔹			
Address			
lome Phone	Work Phone	Cell Phone	
onernone	Work Phone	Cell Filole	
-mail			
lome Primary Language			
Spanish	*		
IRYNA - MOTHER - DAUGHTE	ĒR		
Print Sequence			Delete
2 🔻			berete
ddress			
lome Phone	Work Phone	Cell Phone	
		$\sim -\gamma$	
		Guardian Information Editor	

Field Name	Description	Ad Hoc	Validation
Relationship	The relation of the parent/guardian to the student.	Census > People > Relationships	This field populates from Census. This is part of the header for the parent/guardian.
Last Name	The last name of the parent/guardian.	Census > People > Demographics > Last Name identity.lastName	This field populates from Census. This is part of the header for the parent/guardian.



Field Name	Description	Ad Hoc	Validation
First Name	The first name of the parent/guardian.	Census > People > Demographics > First Name identity.firstName	This field populates from Census. This is part of the header for the parent/guardian.
Middle Name	The middle name of the parent/guardian.	Census > People > Demographics > Middle Name identity.middleName	This field populates from Census. This is part of the header for the parent/guardian.
Suffix	The suffix of the parent/guardian.	Census > People > Demographics > Suffix Name identity.suffix	This field populates from Census. This is part of the header for the parent/guardian.
Print Sequence	The print order of the parent/guardian(s) on the IEP.	N/A	When no Sequence is selected, parent/guardian(s) print in the order displayed in the UI. When any Sequences are selected, only parent/guardian(s) with a sequence number prints in the order defined.
Address	The parent/guardians' address.	Census > Households > Address Info address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip	This field populates from Census. When there are multiple addresses for a person, a drop down with an option to select which address displays. When there is only one address, the drop down only has one option. The populated address is the one marked "Primary."
Home Phone	The home phone number of the parent/guardian.	Census > People > Demographics > Household Phone	This field populates from Census.
Work Phone	The work phone of the parent/guardian.	Census > People > Demographics > Work Phone	This field populates from Census.



Field Name	Description	Ad Hoc	Validation
Cell Phone	The cell phone of the parent/guardian.	Census > People > Demographics > Cell Phone	This field populates from Census.
Email	The primary email address for the parent/guardian.	Census > People > Demographics > Email	This field populates from Census.
Home Primary Language	The home primary language of the parent/guardian.	Census > People > Demographics > Home Primary Language identity.homePrimaryLanguage	This field populates from Census. The dropdown options are pulled from the Home Primary Language Attribute/Dictionary list. See the Attribute/Dictionary documentation for additional information.

# **Reason(s) for Referral**

The Reason(s) for Referral editor is used to describe the reason the student is being referred to evaluation.

Reason(s) For Referral (NOT STARTED)	Editor 5 of 12
Reason(s) for Referral	
Example reason	
Reason(s) for Referra	l Editor

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### **Sources of Evaluation Data**

The Sources of Evaluation Data editor is used to describe the variety of data sources used to consider in determining the student's eligibility.

ormat	ion obt		rom the s			draw	upon	a varie	ty of data	source	s, including those	e listed below, and care	fully consider the in	formation obtai	ned. Do	cumen	t the
	ions and										s attempts to obtain	ı parental input)					
В	i	Ū	A:		• i=	= •	Ē	Ē	¶I:	Ð	▦			2	0	53	?
						nonual	ions by	related	services p	providers,	when appropriate						
bserv	ations -	include	teacher ob	servation	s and ot	JSCIVA	,										

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Field	Description
A. Evaluations and information provided by the parent of the student (or documentation of LEA's attempts to obtain parental input)	A description of the information given to the student's evaluation team by the parent/guardian(s) of the student.
<b>B.</b> Observations - include teacher observations and observations by related services providers, when appropriate	A description of the observations of the student's behavior(s) by teacher(s) and/or service providers.
C. Recommendations by teachers	A description of the teachers' recommendation for services.
D. The student's physical condition (include health, vision, hearing); social or cultural background; and adaptive behavior relevant to the student's suspected disability and potential need for special education	A description of the student's physical conditions, social/cultural background, and adaptive behaviors relevant to the student's suspected disability.
E. Assessments - include, when appropriate, current classroom based assessments; aptitude and achievement tests; local and/or state assessments; vocation technical education assessment results; interests, preference, aptitudes (for secondary transition); etc.	The assessments used to determine the student's condition(s), disabilities, and/or special education needs.

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# **Evaluation Conditions**

The Evaluation Conditions editor is used to describe the extent to which the assessment conditions varied from the standard conditions.

Evaluation Conditions (NOT STARTED)	Editor 7 of 12
IF AN ASSESSMENT IS NOT CONDUCTED UNDER STANDARD CONDITIONS, DESCRIBE THE EXTENT TO WHICH IT VARIED FROM STANDARD student's native language or other mode of communication)	CONDITIONS (including if the assessment was given in the
	li li
Evaluation Conditions Editor	

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# **Determining Factors**

The Determining Factors editor is used to document the factors related to the student's instruction in reading and math.

Respond Yes or No to, and provide evidence for, each determining factor.

etermining Factors (NOT STARTED)	Editor 8 of 1
student must not be found to be eligible for special education and related services if the determining factor for t o to, and provide evidence for, each determining factor below.	he student's disability is any of those listed below. Respond Yes or
ack of appropriate instruction in reading, including the essential components of reading instruction	
ovide evidence 🗋	
	le contracte de la contracte de
ck of appropriate instruction in math ▼	
ovide evidence 🗋	
	le contra de la co
mited English Proficiency	
ovide evidence 🗋	
	Dr



#### Click here to expand...

Ad Hoc	Description
Lack of appropriate instruction in reading, including the essential components of reading instruction	Indicates if the student is limited in their reading skills.
Lack of appropriate instruction in math	Indicates if the student is limited in their math skills.
Limited English Proficiency	Indicates if the student is limited in their English language skills.

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### **Summary of Findings**

The Summary of Findings editor documents the student's functional levels in academic achievement, functional performance, and behavioral information.

	NT LEVE	LS OF A		ACHIEVEN	MENT - D	escribe	e the studer		evels, strei	ngths, and t	e resulting academic n					
B	i		A:				glish Profici		c		of English language pr	oficiency in reading, w	riting, speaking an	d understanding,	listening []	?
RESEN	IT LEVE						ribe the stu			trengths, ar	d the resulting function	al needs, when approp	riate. 🗋	2		?
В	i	U	A:	1	. =	•		۹T:	e	▦					[]	?



Field	Description
A. PRESENT LEVELS OF ACADEMIC ACHIEVEMENT - Describe the student's present levels, strengths, and the resulting academic needs, when appropriate. Include communicative status, motor abilities, and transition needs as appropriate. For students with Limited English Proficiency (LEP), include current level(s) of English language proficiency in reading, writing, speaking and understanding/listening.	Describes the student's present academic level and associated academic needs, when applicable.
<b>B. PRESENT LEVELS OF FUNCTIONAL</b> <b>PERFORMANCE</b> - Describe the student's present levels, strengths, and the resulting functional needs, when appropriate.	Describes the student's present levels of functional performance with resulting functional needs, if applicable.
C. BEHAVIORAL INFORMATION - Include social and emotional status and behavioral strengths and needs, when appropriate.	Describes the student's behavioral strengths and needs, if applicable.
Additional Evaluation Information	Any other information related to the student's evaluation.

# Conclusion

The Conclusion editor is used to document the determination of eligibility based on the information entered into the previous editors.

ກຕັວບຣ	
Conclusion	
Determination of Eligibility and Educational Needs	
Complete A or B or C	
A. The student does not have a disability and therefore is NOT B. The student has a disability but does not need specially des C. The student has a disability AND is in need of specially desi	F ELIGIBLE for special education. signed instruction, and therefore is NOT ELIGIBLE for special education. signed instruction, and therefore IS ELIGIBLE for special education.
I. Disability Category Primary Disability Category *	
	•
Secondary Disability Category	
	•
Tertiary Disability Category	
	*
Disability Area 4	
	¥
Disability Area 5	
	¥
	the student to participate as appropriate in the general education curriculum (including special considerations the

Field	Description	Validation
A. The student does not have a disability and therefore is NOT ELIGIBLE for special education.	Indicates the student does not have a disability and is not eligible for special ed services.	N/A
B. The student has a disability but does not need specially designed instruction, and therefore is NOT ELIGIBLE for special education.	Indicates the student has a disability, but does not need specially designed instruction.	N/A
C. The student has a disability AND is in need of specially designed instruction, and therefore IS ELIGIBLE for special education.	Indicates the student has a disability and is in need of special education services. Additional information is required when this option is selected.	*When C is marked, the following fields display.
Primary Disability Category Required	The student's primary disability.	N/A
Secondary Disability Category	The student's second disability, if applicable.	N/A

Field	Description	Validation
Tertiary Disability Category	The student's third disability, if applicable.	N/A
Disability Area 4	The student's fourth disability, if applicable.	N/A
Disability Area 5	The student's fifth disability, is applicable.	N/A
Recommendations for consideration by the IEP team to enable the student to participate as appropriate in the general education curriculum (including special considerations the IEP team must consider before developing the IEP, measurable annual goals, specially designed instruction and supplementary aids and services)	A description of the recommendation by the team for the student to participate in the general education curriculum.	N/A

# **Team Meetings**

The Team Meeting editor is used to document meeting information.

• Click here to expand...

#### **Team Meeting List Screen**

Team Meetings (IN PROGRESS)			Editor 11 of 12
A Meeting Date †	Meeting Location	Print In Evaluation	
11/03/21	School	DFF	
ia ∢ 1 ► H			▼ 1 - 1 of 1 items

#### Team Meeting List Screen

Field	Description
Padlock Icon	The user currently working on the record.
Meeting Date	The date of the meeting.
Meeting Location	The location of the meeting.
Print in Evaluation	Indicates this meeting information prints on the Evaluation.

#### **Team Meeting Detail Screen**

Infinite Contractor

rint In Evaluation						
leeting Date *		Meeting Time		Meeting Lo	cation	
11/03/2021	ti i	hour:minute AM	9	School		
wite Date						
10/04/2021	ti i					
10/04/2021						
omments						
						1.
						h
omments	Last Name *	Role Name		Agreed	Disagreed	h

Infinite Campus

Team Meeting Detail Screen

Field	Description
Print in Evaluation	Indicates this meeting information prints on the Evaluation.
Meeting Date Required	The date of the evaluation meeting.
Meeting Time	The time of the meeting.
Meeting Location	The location of the meeting.
Invite Date	The date the team members were invited to the meeting.
Comments	Any comments related to the meeting.
Attendance	
First Name Required	The first name of the team member.
Last Name Required	The last name of the team member.
Role Name	The role of the team member.
Agreed	Indicated this team member agrees with the evaluation conducted for the student.



Field	Description
Disagreed	Indicates this team member disagreed with the evaluation conducted for the student.

# **Determination of SLD**

The Determination of SLD (Specific Learning Disability) is used to document details related to the determination for eligibility.

This editor must be completed when determining eligibility for Specific Learning Disability.

etermination of SLD (NOT STARTED)	Editor 12 of
TE: This component must be complete when determining eligibility for Specific Learning Disability. The information must be attached to and/or inc	corporated into Sections 5 and
of the completed Evaluation report.	
ovide documentation from items 1-10	
The student does not achieve adequately for the student's age or does not meet State-approved grade-level standards in one or more of the following a arning experiences and scientifically based instruction appropriate for the student's age or State-approved grade level standards and level of English lar pression, listening comprehension, written expression, basic reading skill, reading fluency skills, reading comprehension, mathematics calculation, and g	nguage proficiency: oral
Check below to identify the process(es) used to determine eligibility. Response to Scientific Research-Based Intervention (RtI). Document the criteria below. The student does not make sufficient progress to meet age or State-approved grade-level standards in one or more of these areas: oral expression, listening compreh reading skill, reading fluency skills, reading comprehension, mathematics calculation, and mathematics problem-solving.	ension, written expression, basic
Response to Scientific Research-Based Intervention (Rtl). Document the criteria below.	ension, written expression, basic
The student does not make sufficient progress to meet age or State-approved grade-level standards in one or more of these areas: oral expression, listening compreh reading skill, reading fluency skills, reading comprehension, mathematics calculation, and mathematics problem-solving.	ension, written expression, basic



Field	Description
1. The student does not achieve adequately for the student's age or does not meet State-approved grade-level standards in one or more of the following areas when provided with learning experiences and scientifically based instruction appropriate for the student's age or State-approved grade level standards and level of English language proficiency: oral expression, listening comprehension, written expression, basic reading skill, reading fluency skills, reading comprehension, mathematics calculation, and mathematics problem- solving.	Describes if the student is not achieving an academic standard that complies with state- approved grade-level standards.
2. Check below to identify the process(es)	used to determine eligibility.
Response to Scientific Research-Based Intervention (Rtl). Document the criteria below.	Indicates that a scientific research based intervention was used to determine the student's special ed eligibility.
The student does not make sufficient progress to meet age or State-approved grade-level standards in one or more of these areas: oral expression, listening comprehension, written expression, basic reading skill, reading fluency skills, reading comprehension, mathematics calculation, and mathematics problem- solving.	Describes the areas the student is not meeting state approved grade-level standards.
Severe Discrepancy between Intellectual Ability and Achievement. Document the criteria below.	Indicates that an intellectual ability and achievement process was used to determine the student's special ed eligibility.
The student exhibits a pattern of strengths and weaknesses in performance, achievement or both relative to age, standards or intellectual development.	Describes the student's pattern of behaviors related to their academic achievement for their age and development.
3. The instructional strategies used and the student-centered data collected	Describes the instructional strategies used.
4. The educationally relevant medical findings, if any	Describes relevant medical findings.



Field	Description	
5. The effects of the student's environment, culture, economic background	Describes the effects of the student's environment.	
6. Data demonstrating that prior to referral or as part of the referral process for a specific learning disability, the student's regular education instruction was delivered by qualified personnel, including the English as a Second Language (ESL) program, if applicable	Describes the data collected prior to the student's referral or as part of the referral process indicating the student was taught by a qualified personnel.	
7. Data based on documentation of repeated assessments of achievement at reasonable intervals, reflecting progress during instruction, which was provided to the parents	Describes data provided by the parent/guardian(s) of the student.	
8. An observation in the student's learning environment (including the regular classroom setting) to document the student's academic performance and behavior in the areas of difficulty. Note the relationship of that behavior to the student's academic functioning.	Describes the student' academic performance and behaviors in the areas of difficulty.	
9. Other data, if needed, as determined by the evaluation team	Describes any other data pertaining to the evaluation.	
10. Include a statement for each item below to support the conclusions of the evaluation team that the findings are not primarily the result of		
Visual, hearing, motor disability	A statement of the student's conclusion regarding the student's visual, hearing, motor disability.	
Intellectual Disability	A statement of the student's conclusion regarding the student's intellectual disability.	
Emotional Disturbance	A statement of the student's conclusion regarding the student's emotional disturbance.	
Cultural factors	A statement of the student's conclusion	

regarding the student's cultural factors.



Field	Description
Limited English proficiency	A statement of the student's conclusion regarding the student's limited English proficiency.