

Evaluation Summary Report (Specific Learning Disability) (Idaho)

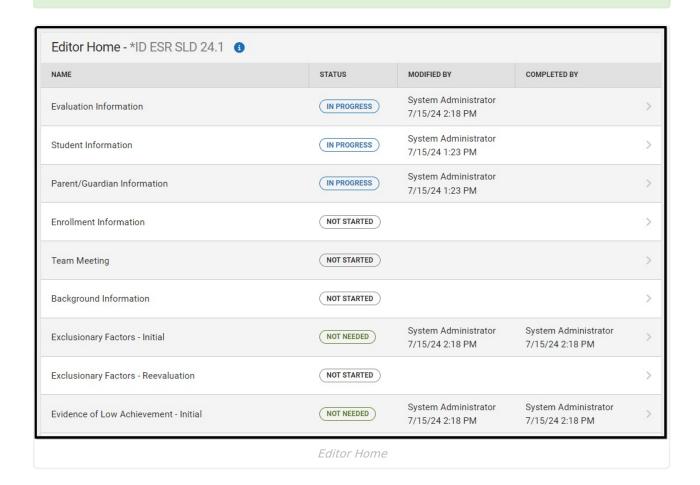
Last Modified on 07/17/2024 10:58 am CDT

Editor Home | General Information | Editor Types | Editor Lock Out and Release Logic | Template Banks | Text Editors

Evaluations are used to document the student's educational needs and the student's determination of eligibility for special education. This document describes each editor, 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 eligibility documentation, to the student's parents.

The current print format is **ID ESR SLD 24.1**. Print formats are managed using the Special Ed Eval Type Setup tool.





Editor Home

The Editor Home lists the editors available, their status, and Modification and Completion information.

Header	Description	
Name	The name of the editor.	
Status	 In Progress indicates a user has entered and saved data in that editor. Not Started is the default status for all editors. Complete indicates a user has clicked the Complete button on the editor, and the editor is read-only. This does not lock the editor from further editing but indicates the user considers the editor finished. Not Needed indicates a user has clicked the Not Needed button on the editor. This is usually done for editors that do not apply to the student. The following statuses are only available for certain state-specific documents: ESign indicates that the editor has functionality related to the eSignature process. See the Nevada Individual Education Plan eSignature Process or Delaware Special Ed Plan eSignature Process articles for additional information. Complete Pending eSignature indicates the plan has been entered and sent via the Campus Parent portal to the student's guardian for eSignature. 	
Modified By	The date and the user by whom the editor was last edited.	
Completed By	The date and the user who clicked the Complete button for that editor.	

General Information

The following table lists the actions available for the editors. When resizing the window, certain buttons are condensed into a single **Action** button.

Button



Button	Description	
Save	 Different editors have different save options. Click the arrow next to the Save & Stay button to view all saving options for any given editor. Save captures progress and navigates the user to the Editor Home or to the List Screen for List editors. See the Editor Types section for additional information. Save & Stay captures progress and keeps the user on the current editor. This save button is the default save option and is usually found within the detail screen or list editors, such as Goals and Objectives. Save & Next captures progress and navigates the user to the next editor. Save & New captures progress and creates a new record. This save button is usually found within the detail screen of a list editor, such as Goals and Objectives. See the Editor Type section for additional information. 	
Refresh	Retrieves a new copy of data from the student's record. This includes enrollment, student, parent/guardian, and team member information. This also returns any accidentally deleted records. Manually entered fields do not change when the refresh button is clicked. The user must Save after clicking Refresh to capture changes.	
	A side panel displays a listing of all the student's applicable enrollment records. See the Enrollments tool documentation for additional information.	
Cancel	Navigates the user to the Editor Home screen or the List Screen for List editors.	
Status	 Changes the status of the editor. Complete indicates the editor is finished. This makes the editor read-only. However, this does not lock the editor from further editing. The user must click In Progress to further edit after an editor is marked Complete. Not Needed indicates the editor does not apply to the student's plan or evaluation. This makes the editor read-only. However, this does not lock the editor from further editing. Click the In Progress button to further edit after an editor is marked Not Needed. In Progress only displays when the editor is in the Complete or Not Needed status and allows additional edits to be made. 	
	 The following status is only available for the Nevada IEP: Complete Pending eSignature only displays for the Procedural Safeguards, IEP Implementation, and Medicaid Consent editors. This button marks the editor as complete until the parent/guardian electronically signs those sections of the plan via the Campus Parent Portal. See the Nevada Individual Education Plan eSignature Process or Delaware Special Ed Plan eSignature Process articles for additional information. 	
Print	Prints the entire document.	
Editors	Opens a side panel listing all the available editors and their status. Select an editor from this list to navigate to that editor or click Close to collapse the side panel.	



Button	Description
Previous	Navigates the user to the previous editor.
Next	Navigates the user to the next editor.

Editor Types

There are two types of editors available: List or Basic editors. When navigating to a Basic editor, the list of fields within the editor is displayed. List editors display a list of all records within that editor. Clicking an existing record or the **New** button opens the detail view for an individual record.

Editor Lock Out and Release Logic

Only one user at a time can actively work on an editor. A person with a padlock icon (a) displays in the Editors side panel, Editor Home, and List Screen of list editors indicating which editors currently have users working on them. Hovering over the icon displays the name of the user who has checked out the editor, including the current user (you).

Editors that are currently being edited are read-only for all other users. The name of the person working on the editor displays in the header.

To release an editor, the user must:

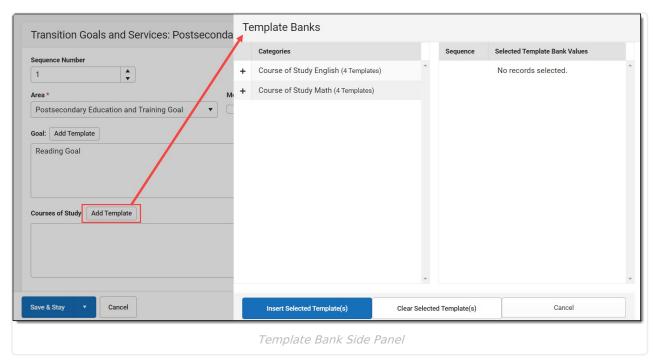
- navigate to the next editor by clicking **Save and Next** or the **Editors** button and selecting the next editor from the side panel.
- click the Cancel button to return to the Editor Home screen.
- log out of the Campus application.
- navigate to a different tool in the Campus application.

Editors are automatically released when the in-application timeout limit has been exceeded. This is a back-end process and is usually around 30-60 minutes.

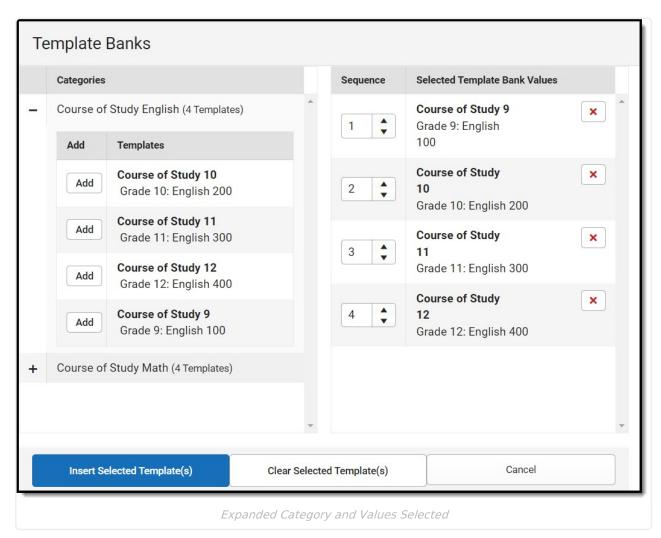
Template Banks

Certain fields within several editors have an **Add Template** icon that displays next to their name. Clicking this button displays a side panel with the available library of predetermined text for that field. Template Banks are managed in System Administration.





Click the plus (+) icons next to the category to view the available template values.



Template Bank Categories display on the left and the selected text displays on the right. Click the **Add** button to add the template value. This adds the template to the queue of values on the right.



The red **X** removes selected templates while the sequence field can be used to reorder the templates. Another option is to use the up and down arrows next to the sequence field to reorder values.

Click **Cancel** to go back to the document. The **Clear Selected Template(s)** button removes all selected template values from the right selection screen.

Once selections are finalized, click the **Insert Selected Template(s)** button to add the values to the field within the document in the selected order. Template values are separated by carriage returns.



Text Editors

Images should not be inserted into text fields.

Editors

Evaluation Information | Student Information | Parent/Guardian Information | Enrollment Information | Team Meeting | Background Information | Exclusionary Factors - Initial | Exclusionary Factors - Reevaluation | Evidence of Low Achievement - Initial | Evidence of Low Achievement - Reevaluation | Observation | RTI or PSW in Psychological Processing - Initial | RTI or PSW in Psychological Processing - Reevaluation | Supplemental Assessments | Summary of Evidence | Additional Information

Editors with Embedded Tables

Users must make an initial Save of an editor before adding records to embedded tables within editors.

Evaluation Information

The Evaluation Information editor documents relevant dates concerning the student's current or future evaluations.





FieldDescriptionEvaluation
Type
RequiredThe type of evaluation. Options are Initial or Reevaluation.Evaluation
Date
RequiredThe day of the evaluation.

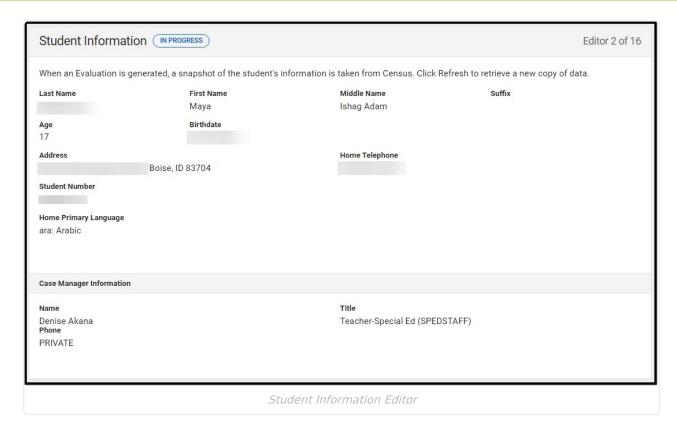
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Student Information

The Student Information editor pulls demographic information regarding the student. This is a read-only editor.

The **Refresh** button retrieves a fresh copy of data from the student's record.





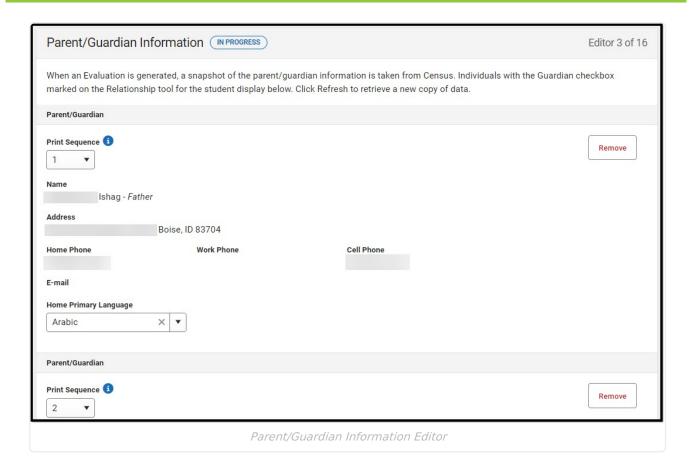
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Parent/Guardian Information

The Parent/Guardian Information editor pulls the contact information of the student's parent/guardian(s).

The **Refresh** button retrieves a fresh copy of data from the parent/guardian's record.

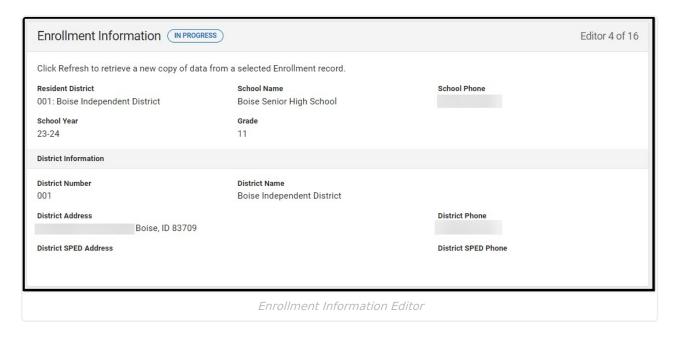




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Enrollment Information

The Enrollment Information editor is a read-only editor that pulls in district and school information where the student is enrolled.

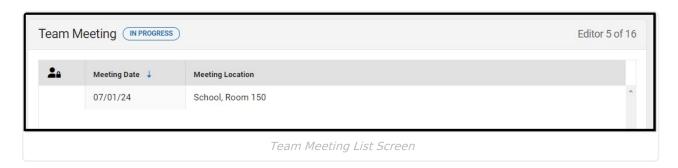




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Team Meeting

The Team Meeting editor documents all instances in which the student's special education team met to evaluate the student.

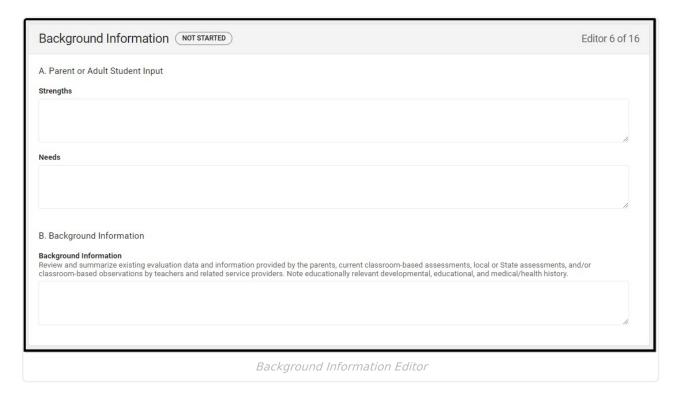


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Background Information

The Background Information editor documents the student's strengths and relevant data.



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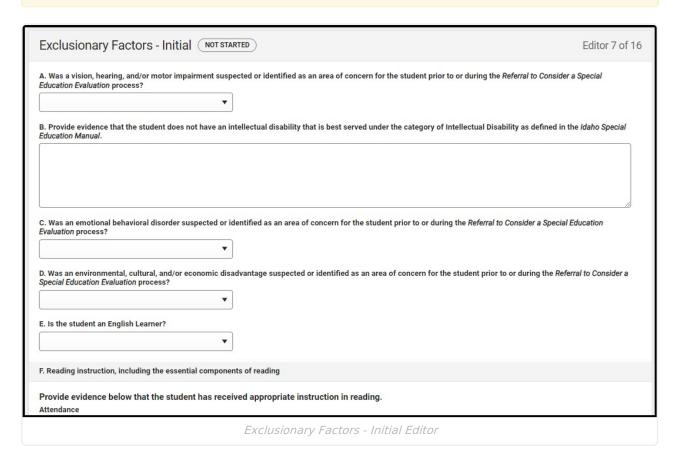
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Exclusionary Factors - Initial

The Exclusionary Factors (Initial) editor documents factors that may contribute to the student's academic or learning difficulties. These factors can't be the primary cause of the student's learning difficulties to be determined eligible for special education services.

This editor is automatically placed in a Not Needed status when Reevaluation is selected as the Evaluation Type on the Evaluation Information editor.



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Exclusionary Factors - Reevaluation

The Exclusionary Factors (Reevaluation) editor documents factors that may contribute to the student's academic or learning difficulties. These factors can't be the primary cause of the student's learning difficulties to be determined eligible for special education services.

This editor is automatically placed in a Not Needed status when Initial is selected as the Evaluation Type on the Evaluation Information editor.



Exclusionary Factors - Reevaluation NOT STARTED	Editor 8 of 16
Indicate if the student's learning difficulty in the area(s) of suspected disability is impacted by any of the following:	
☐ Vision, Hearing, and/or Motor Impairment	
☐ Intellectual Disability	
Emotional Behavioral Disorder	
Environmental, Cultural, and/or Economic Disadvantage	
Limited English Proficiency	
Lack of Appropriate Instruction in Reading	
Lack of Appropriate Instruction in Math	
If any of the above are checked, provide evidence below that exclusionary factors were not the primary factor in the student's learning difficulties.	

Exclusionary Factors - Reevaluation Editor

Field	Description	Validation
Indicate if the student's learning difficulty in the area(s) of suspected disability is impacted by any of the following	 Options include: Vision, Hearing, and/or Motor Impairment Intellectual Disability Emotional Behavioral Disorder Environmental, Cultural, and/or Economic Disadvantage Limited English Proficiency Lack of Appropriate Instruction in Reading Lack of Appropriate Instruction in Math 	Multiple options can be selected.
If any of the above are checked, provide evidence below that exclusionary factors were not the primary factor in the student's learning difficulties *Required	A description of the evidence proving the above factors are not the primary factor of the student's learning difficulties.	*This field is available and required when any of the checkboxes above are marked. This field is limited to 8000 characters.

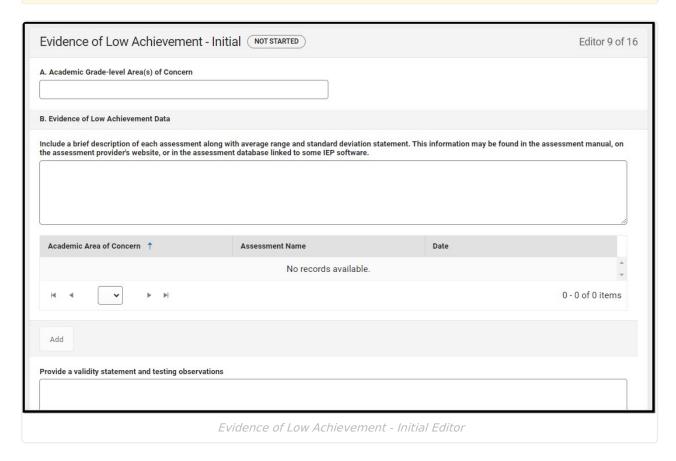
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Evidence of Low Achievement - Initial

The Evidence of Low Achievement (Intial) editor documents the areas of academic concern for the student.

This editor is automatically placed in a Not Needed status when Reevaluation is selected as the Evaluation Type on the Evaluation Information editor.



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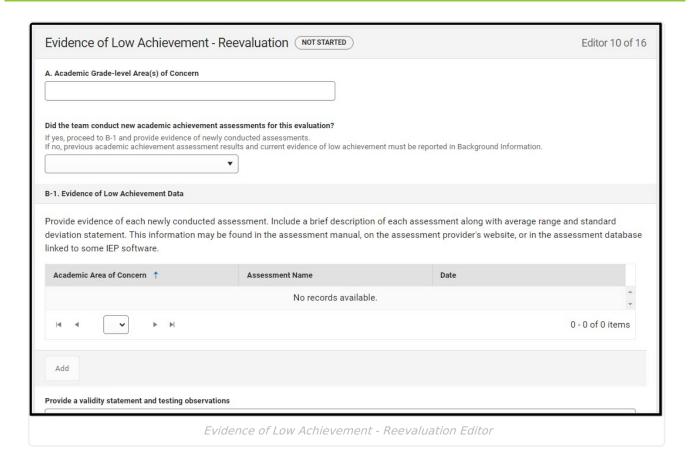
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Evidence of Low Achievement - Reevaluation

The Evidence of Low Achievement (Reevaluation) editor documents the areas of academic concern for the student.

This editor is automatically placed in a Not Needed status when Initial is selected as the Evaluation Type on the Evaluation Information editor.



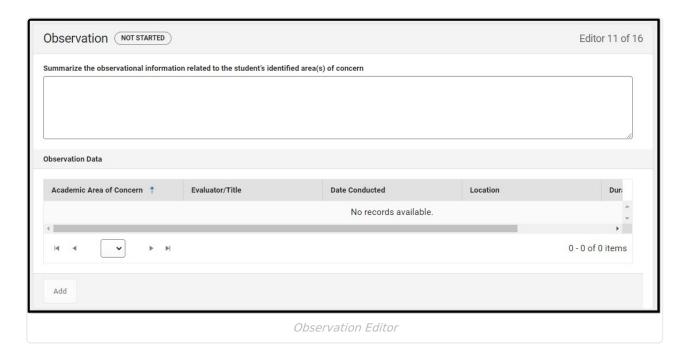


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Observation

The Observation editor documents observational information related to the student's area(s) of concern.





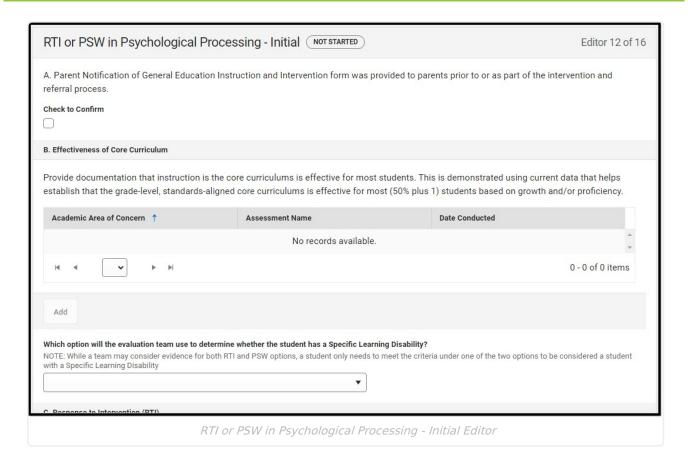
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RTI or PSW in Psychological Processing - Initial

The RTI or PSW in Psychological Processing (Initial) editor documents the specific interventions that address the student's area(s) of concern.

This editor is automatically placed in a Not Needed status when Reevaluation is selected as the Evaluation Type on the Evaluation Information editor.





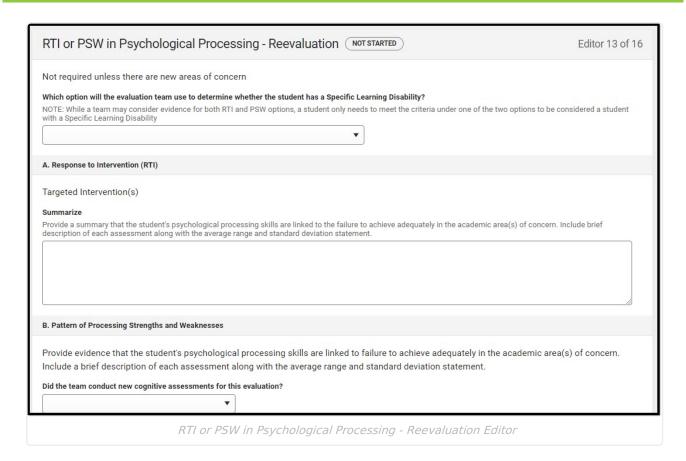
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RTI or PSW in Psychological Processing - Reevaluation

The RTI or PSW in Psychological Processing (Reevaluation) editor documents the specific interventions that address the student's area(s) of concern.

This editor is automatically placed in a Not Needed status when Initial is selected as the Evaluation Type on the Evaluation Information editor.



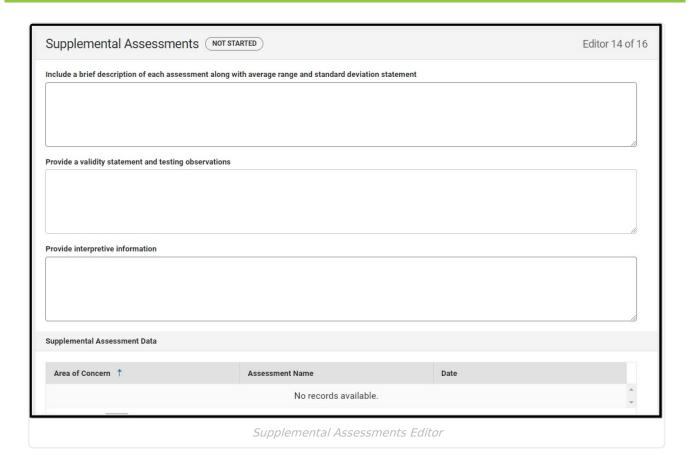


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Supplemental Assessments

The Supplemental Assessments editor documents any additional findings found via alternate assessments.



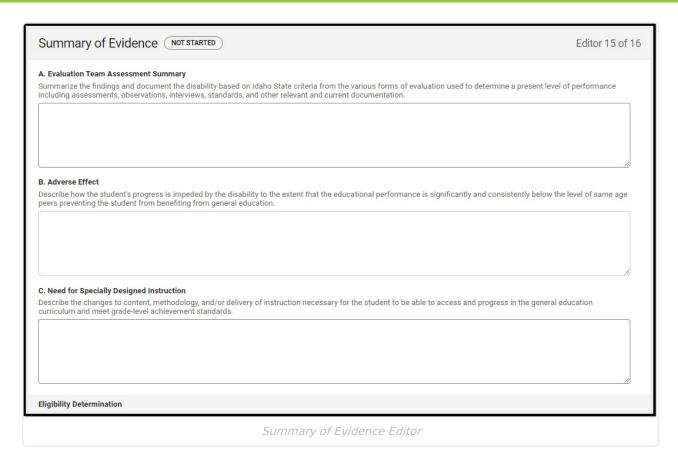


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Summary of Evidence

The Supplemental Assessments Data editor documents the alternate assessment data given to the student.

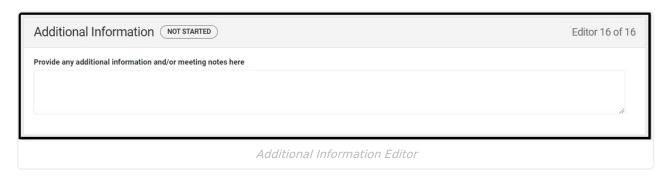




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Additional Information

The Additional Information editor documents any additional information or meeting notes. The only field on this editor is the "Provide any additional information and/or meeting notes here" text field. It is limited to 8000 characters.



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