Evaluation (North Dakota)

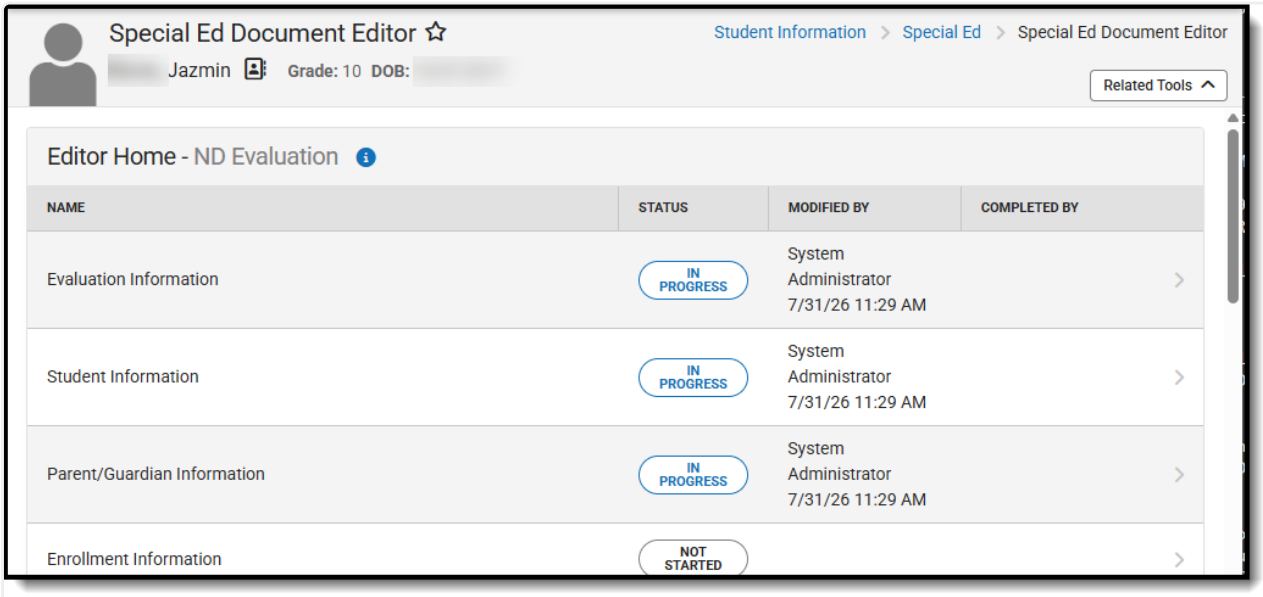
Last Modified on 10/15/2026 1:20 pm CDT

Path: Student Information > Special Ed > Special Ed Documents

Evaluations document a student's educational needs and determine eligibility for special education services. This document describes each editor, each field on the editor, 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 provides the student's guardians with a copy of the evaluation summary report, which includes the eligibility documentation. See the core Plan and Evaluation Information article for information on general functionality, navigation, and additional plan and evaluation features.

The current print format is **ND Evaluation 2025**. North Dakota is a State Edition, and districts cannot change the evaluation format.



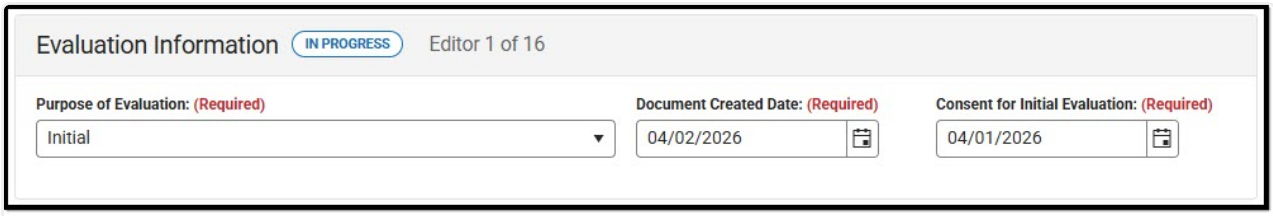
Evaluation Editor Home

Not Needed Status Information

Editors marked as Not Needed do not print.

Evaluation Information

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



Evaluation Information Editor

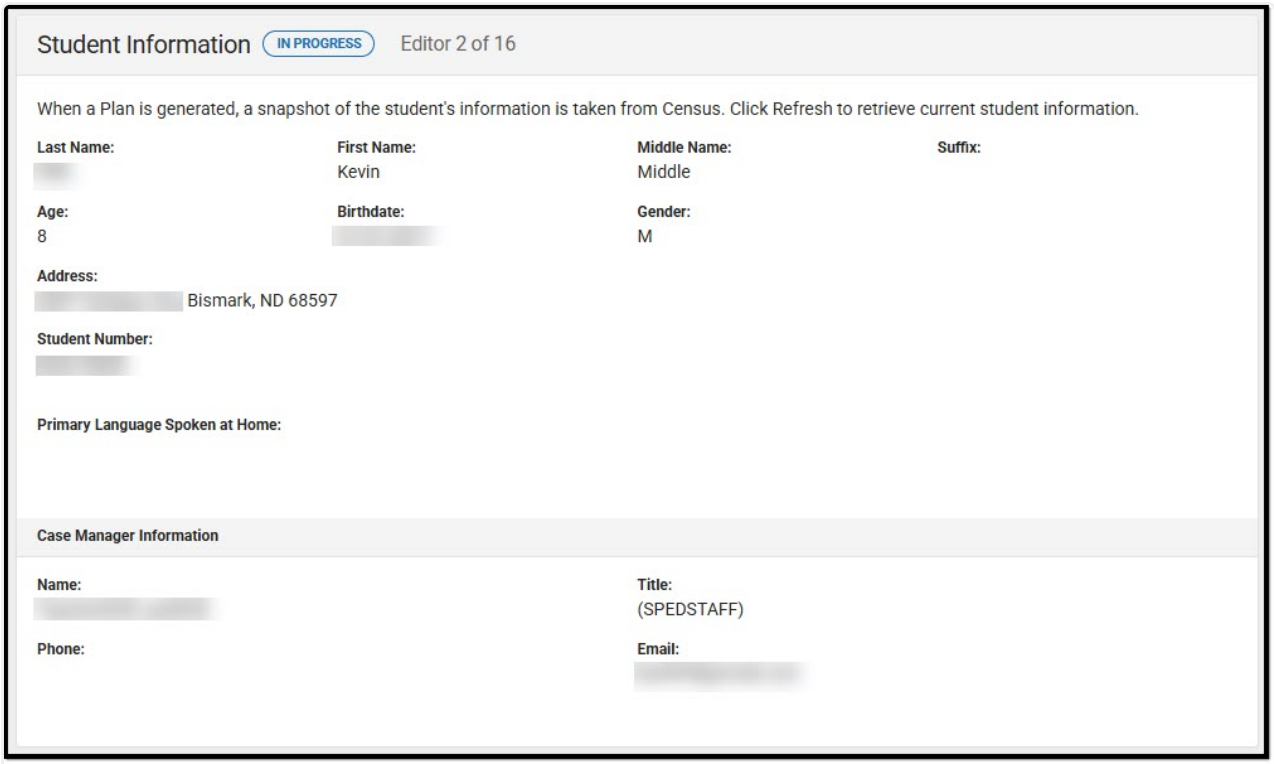
Click here to expand...

Field	Description	Additional Information
Purpose of Meeting *Required*	The reason for the meeting. Options include: • I: Initial • R: Reevaluation • N: Parent and School have determined reevaluation is not necessary	**Database Location:** evaluation.type **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > evalPurpose (evaluation.evalPurpose)
Document Created Date *Required*	The day the document was filled out.	This field auto-populates with today's date, but can be modified as needed. **Database Location:** evaluation.date **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > documentCreatedDate (evaluation.documentCreatedDate)
Consent for Initial Evaluation **Required*	The day the district received consent to evaluate the student.	*This field becomes available and required when Initial is selected as the Purpose of Meeting. The date automatically populates with the day entered into the Date Consent Obtained field from the most recent, locked Consent for Evaluation document when the purpose is Initial. This field can be manually modified if desired. **Database Location:** evaluation.consentDate **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > consentInitialEvaluation (evaluation.consentInitialEvaluation)

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.



Student Information Editor

Click here to expand...

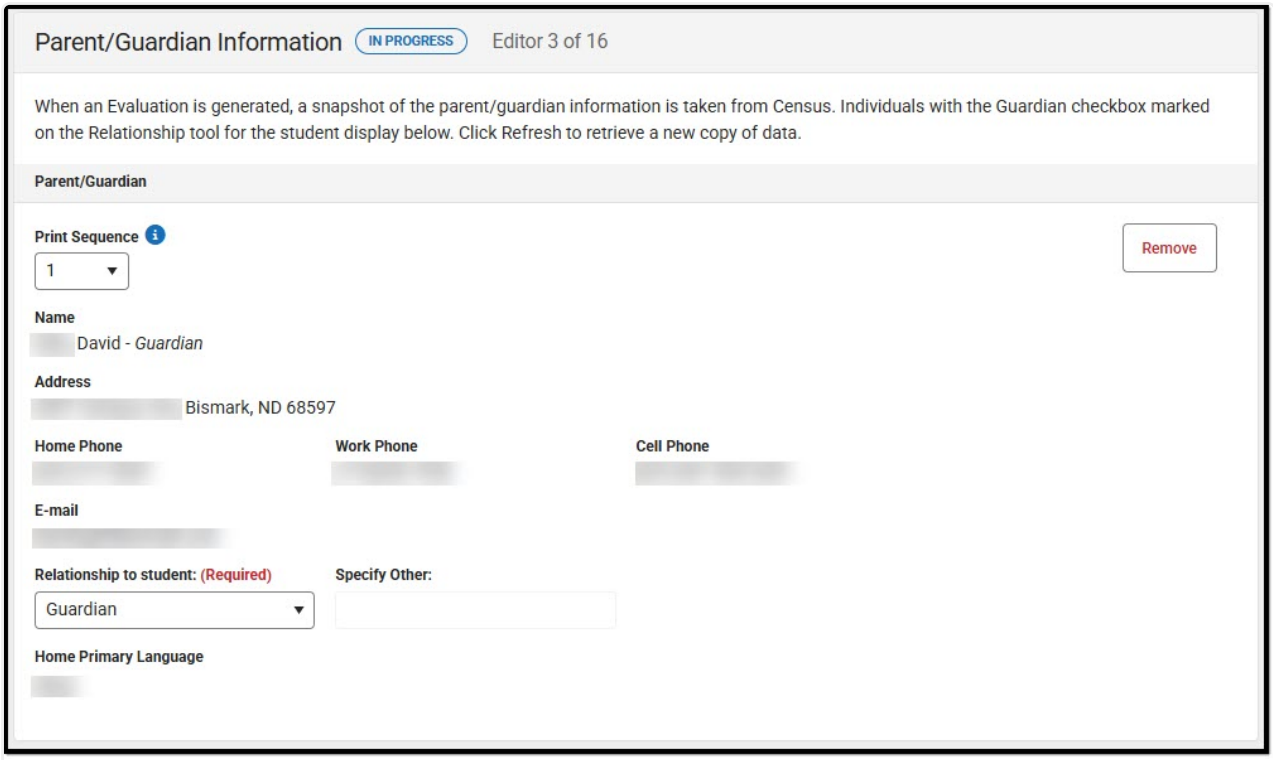
Field	Description	Database and UI Location (when Refreshed is clicked)
Last Name	The student's last name.	Demographics > Last Name identity.lastName
First Name	The student's first name.	Demographics > First Name identity.firstName
Middle Name	The student's middle name.	Demographics > Middle Name identity.middleName
Suffix	The student's suffix.	Demographics > Suffix Name identity.suffix
Age	The student's age.	Demographics > Age
Birthdate	The student's birthdate.	Demographics > Birth Date identity.birthDate
Gender	The student's gender.	Demographics > Gender identity.gender

Field	Description	Database and UI Location (when Refreshed is clicked)
Address	The student's address.	Households > Address Information address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip
Student Number	The student's state ID number.	Demographics > State ID
Primary Language Spoken at Home	The student's home language.	Demographics > Home Primary Language identity.homePrimaryLanguage
Case Manager Information		
Name	The first and last name of the team member.	Student Information > Special Ed Team Members > Case Manager
Title	The role of the team member.	Student Information > Special Ed Team Members > Case Manager > Title
Phone	The phone number of the team member.	Student Information > Special Ed Team Members > Case Manager > Work Phone
Email Address	The email address of the team member.	Student Information > Special Ed Team Members > Case Manager > Work Email

Parent/Guardian Information

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

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



Parent/Guardian Information Editor

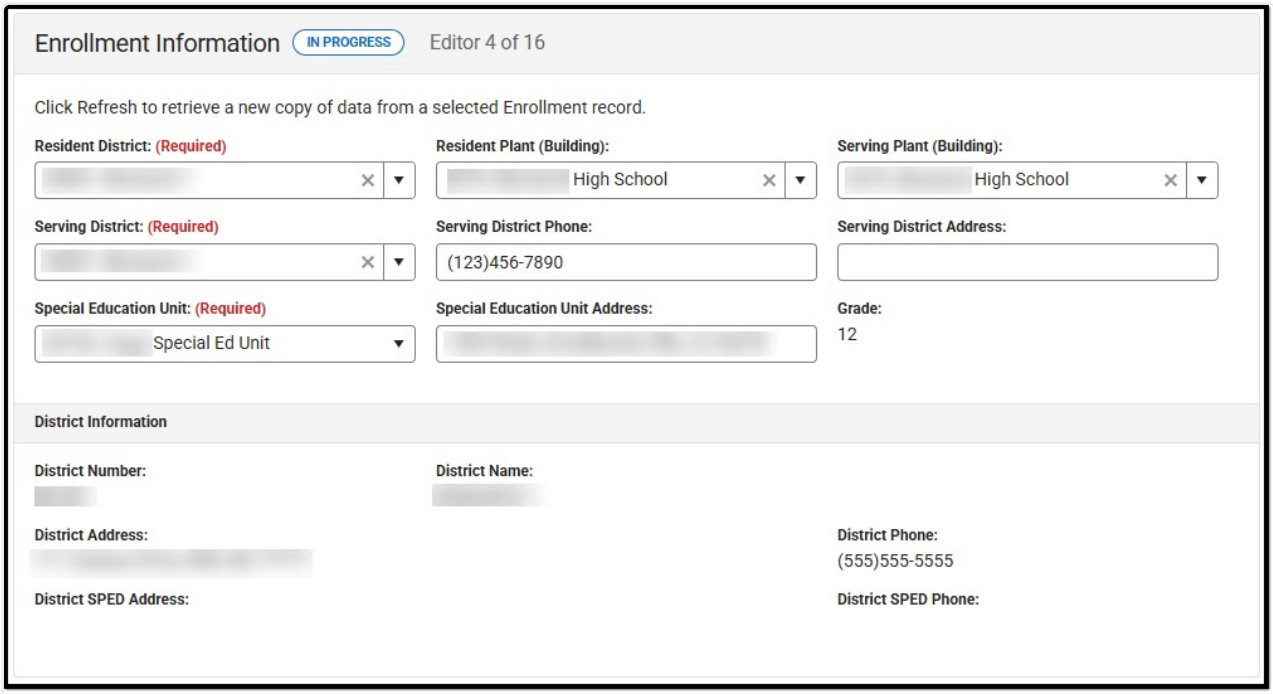
Click here to expand...

Field	Description	Database and UI Location (when Refreshed is clicked)
Print Sequence	The order in which the parent/guardian displays.	N/A
Name	The name of the parent/guardian.	Demographics > Last Name, First Name identity.lastName identity.firstName
Address	The address of the parent/guardian.	Households > Address Information address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip
Home Phone	The parent/guardian's home phone.	Demographics > Personal Contact Information > Home Phone identity.homePhone
Work Phone	The parent/guardian's work phone.	Demographics > Personal Contact Information > Work Phone identity.workPhone

Field	Description	Database and UI Location (when Refreshed is clicked)
Cell Phone	The parent/guardian's cell phone.	Demographics > Personal Contact Information > Cell Phone identity.cellPhone
E-mail	The parent/guardian's email.	Demographics > Personal Contact Information > Email identity.email
Relationship to Student *Required*	The parent/guardian's relationship to the student. Options include: • Surrogate • Guardian • Foster Parent • Individual Acting in Place of Parent • Other	N/A
Specify Other **Required*	A description of the other type of relationship the guardian has with the student. *This field is available and required when Other is selected as the Relationship to Student field. This field is limited to 50 characters.	N/A
Hide Parent Contact Information	When marked, hides the parent's contact information from the printed document.	N/A
Home Primary Language	The language the parent/guardian speaks at home.	Demographics > Home Primary Language identity.homePrimaryLanguage

Enrollment Information

The Enrollment Information editor is a read-only editor that retrieves district and school information for the student's enrollment location.



Enrollment Information Editor

Click here to expand...

Field	Description	Additional Information
Resident District *Required*	The student's district of residence.	Upon Refresh, this field is pulled from the District Residency tool, but can be manually edited.
Resident Plant	The building associated with the student's residence.	Upon Refresh, this field is pulled from the District Residency tool, but can be manually edited.
Serving Plant	The building in which the student receives services.	Upon Refresh, this field is pulled from the District Residency tool, but can be manually edited.
Serving District *Required*	The student's district providing service.	Upon Refresh, this field is pulled from the Enrollment tool but can be manually edited.
Serving District Phone	The phone number of the serving district.	Upon Refresh, this field is pulled from the District Residency tool, but can be manually edited.
Serving District Address	The address of the district building.	Upon Refresh, this field is pulled from the District Residency tool, but can be manually edited.
Special Education Unit *Required*	The name of the special education building.	Upon Refresh, this field is pulled from the Enrollment tool but can be manually edited.

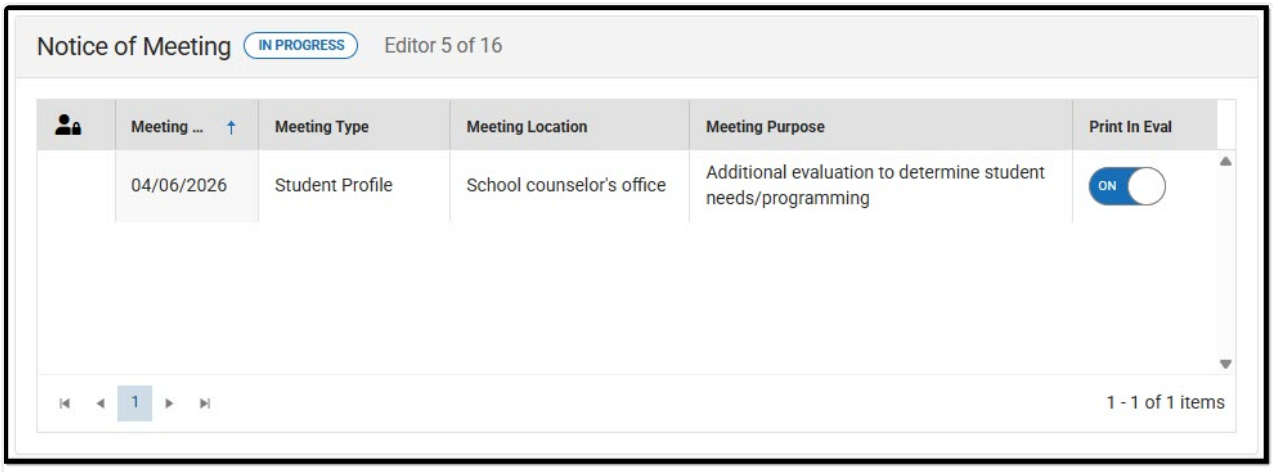
Field	Description	Additional Information
Special Education Unit Address	The location of the special education building.	Upon Refresh, this field is pulled from the District Residency tool, but can be manually edited.
Grade	The student's grade.	Upon Refresh, this field is pulled from the Enrollment tool and cannot be modified. Database Location: enrollment.grade
District Information		
District Number	The district number associated with the enrolled school.	District Information > State District Number
District Name	The district name associated with the enrolled school	District Information > Name
District Address	The district address associated with the enrolled school.	District Information > Address
District Phone	The district phone number associated with the enrolled school.	District Information > Phone
District SPED Address	The district special education address associated with the enrolled school.	District Information > SPED Address
District SPED Phone	The district special ed phone number associated with the enrolled school.	District Information > SPED Phone

Notice of Meeting

The Notice of Meeting editor documents the contact attempts for inviting team members to the team meeting.

Click here to expand...

Notice of Meeting List Screen

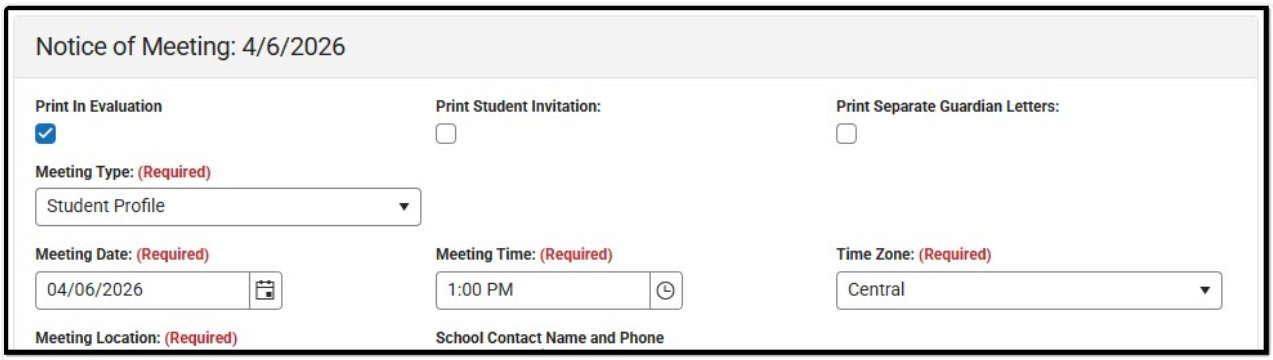


Notice of Meeting List Screen

Column Name	Description
Padlock Icon	Indicates the user currently editing the record.
Meeting Date	The day of the meeting.
Meeting Type	The type of meeting.
Meeting Location	The location of the meeting.
Meeting Purpose	The purpose of the meeting.
Print in Eval	Indicates this record prints.

Notice of Meeting Detail Screen

Select an existing record or click **New** to open the detail screen.



Notice of Meeting Detail Screen

Field	Description	Additional Information
Print in Evaluation	Indicates this record prints.	This defaults to marked.
Print Student Invitation	When marked, a student invitation record prints.	N/A
Print Separate Guardian Letters	When marked, a separate invitation is printed for each guardian.	N/A
Meeting Type *Required*	The type of meeting. Options include: • Student Profile • IWAR* • Student Profile and IWAR* *These options only display when Initial or Reevaluation is selected as the Purpose of Meeting on the Evaluation Information editor.	N/A
Meeting Date *Required*	The day of the meeting.	N/A
Meeting Time *Required*	The time of the meeting.	N/A
Time Zone *Required*	The time zone. Options are Central or Mountain.	N/A

Field	Description	Additional Information
Meeting Location *Required*	The location of the meeting.	This field is limited to 150 characters.
School Contact Name and Phone Number *Required*	The name and phone number of the school contact person.	N/A
Invite Date *Required*	The day of the invitation.	N/A
A copy of the Parental Rights for Public School Students Receiving Special Education Services - Notice of Procedural Safeguards was provided	Indicates a copy of the Procedural Safeguards document was provided to the guardian(s).	N/A
Invite Creator	The person who created the meeting invitation.	The options available pull in from the student's Special Ed Team Members tool.

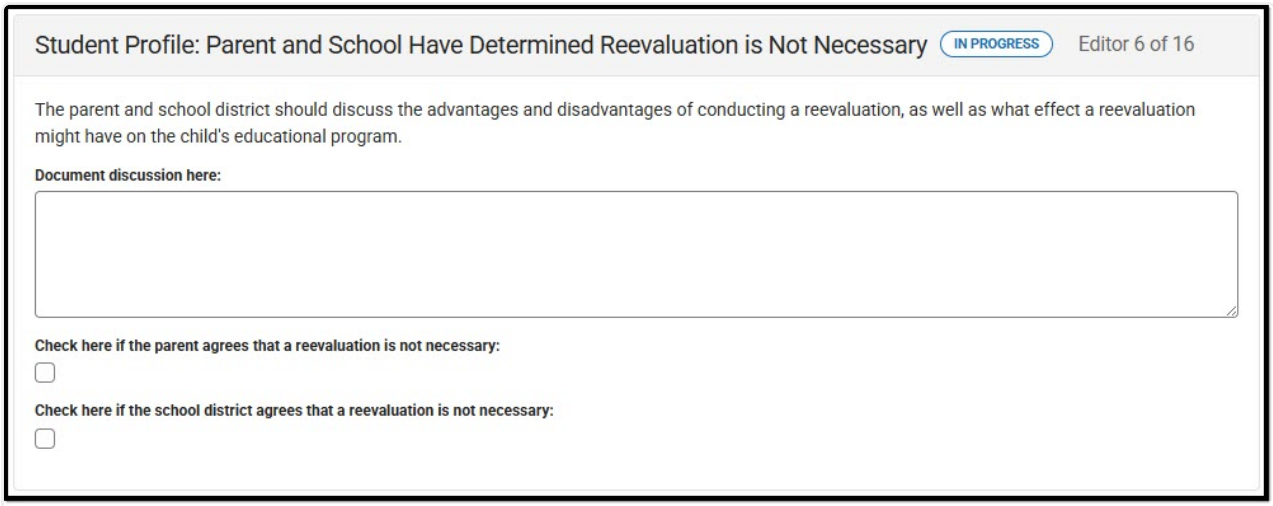
Field	Description	Additional Information
Purpose of Meeting *Required*	The meeting's purpose. Options include: • Initial Evaluation • Additional evaluation to determine student needs/programming • Three year reevaluation to review continued need for special education services • Discussion of evaluation results, development of an Integrated Written Assessment Report and determination if there is a disability under IDEA • Development of an initial Individualized Education Program (IEP). This will include a transition plan if your child is 16 years of age within the coming year or is 16 or older • Review or revision of your child's Individualized Education Program (IEP). This will include a transition plan if your child is 16 years of age within the coming year or is 16 or older • Transfer of IEP, Reviewing the incoming IEP of a new student or a student returning to the district • Extended School Year Services. Annually school district must determine if the student qualifies for extended school year services • Other	Multiple options can be selected.
Specify Other **Required*	The other reason for the meeting.	*This field is available and required when Other is selected as the Purpose of Meeting.
Contact Attempts *Click Add to insert additional contact attempt records in-line. Click Remove to delete records.*		
Contact By	The person who made the contact attempt.	The options available pull in from the student's Special Ed Team Members tool.
Date of Contact	The contact attempt date.	N/A
Method of Contact	The contact method. Options include: • In Person • Phone • Email • Mail • Text • Other	N/A

Field	Description	Additional Information
Specify Other **Required*	The other method of contact.	*This field is available and required when Other is selected as the Method of Contact.
Meeting Invitees *The people who automatically pull into this section come from the student's Special Ed Team Members tool, and their names cannot be modified.*		
First Name *Required*	The first name of the team member.	N/A
Last Name *Required*	The last name of the team member.	N/A
Role *Required*	The role of the team member. Options include: • Parent • Student • Administrator/Designee/District Representative • Special Education Teacher/Provider • General Education Teacher • Individual to Interpret Implications of Evaluation Results • Other	The following roles are required to save the record: • Administrator/Designee/District Representative • Special Education Teacher/Provider • General Education Teacher • Individual to Interpret Implications of Evaluation Results
Specify Other **Required*	The other role of the team member.	*This field is available and required when Other is selected as the Role.

Student Profile: Parent and School have Determined Reevaluation is Not Necessary

The Student Profile: Parent and School have Determined Re-evaluation is Not Necessary editor documents the discussion and agreement that a re-evaluation is not required for the student.

This editor automatically becomes Not Needed when the Purpose of Meeting on the Evaluation Information editor is Initial or Reevaluation.



Student Profile: Parent and School Have Determined Reevaluation is Not Necessary Editor

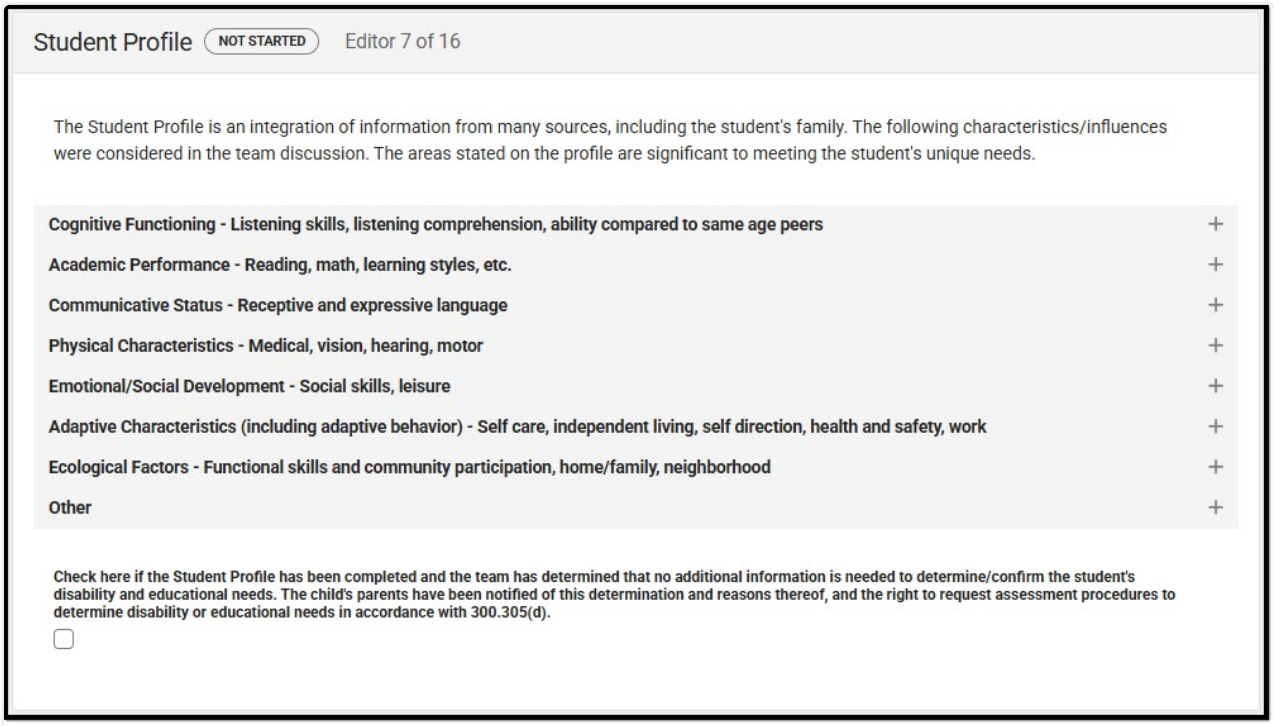
Click here to expand...

Field	Description	Additional Information
Document discussion here	A description of the discussion.	This field is limited to 8000 characters.
Check here if the parent agrees that a reevaluation is not necessary	Indicates the parent/guardian agrees a reevaluation is not necessary.	**Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Re-evaluation is Not Necessary > parentAgrees (ndEvalNotNecessary.parentAgrees)
Check here if the school district agrees that a reevaluation is not necessary	Indicates the school district agrees a reevaluation is not necessary.	**Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Re-evaluation is Not Necessary > districtAgrees (ndEvalNotNecessary.districtAgrees)

Student Profile

The Student Profile editor contains several expand/collapse sections used to document the sources of information used by the student's team to make an eligibility determination. This includes academic and functional skills, health information, and other factors.

This editor automatically becomes Not Needed when the Purpose of Meeting on the Evaluation Information editor is N: Parent and School have determined re-evaluation is not necessary.



Student Profile Editor

Click here to expand...

Field	Description	Additional Information
Cognitive Functioning - Listening skills, listening comprehension, ability compared to same age peers		
Student Characteristics/Influences - Sources of Information - Findings	A description of the student's cognitive functioning and sources of information.	This field is required in order to mark this editor as Complete. The Template Bank for this field is Student Profile > Cognitive Findings.
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This field is limited to 500 characters. The Template Bank for this field is Student Profile > Cognitive Questions.
Academic Performance - Reading, math, learning styles, etc.		
Student Characteristics/Influences - Sources of Information - Findings	A description of the student's academic performance and sources of information.	This field is required in order to mark this editor as Complete. The Template Bank for this field is Student Profile > Academic Findings.

Field	Description	Additional Information
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This field is limited to 500 characters. The Template Bank for this field is Student Profile > Academic Questions.
Communicative Status - Receptive and expressive language		
Student Characteristics/Influences - Sources of Information - Findings	A description of the student's communicative status and sources of information.	This field is required in order to mark this editor as Complete. The Template Bank for this field is Student Profile > Communicative Status.
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This field is limited to 500 characters. The Template Bank for this field is Student Profile > Communicative Status Questions.
Physical Characteristics - Medical, vision, hearing, motor		
Student Characteristics/Influences - Sources of Information - Findings	A description of the student's physical characteristics and sources of information.	This field is required in order to mark this editor as Complete. The Template Bank for this field is Student Profile > Physical Status Findings.
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This field is limited to 500 characters. The Template Bank for this field is Student Profile > Physical Status Questions.
Emotional/Social Development - Social skills, leisure		
Student Characteristics/Influences - Sources of Information - Findings	A description of the student's emotional/social development and sources of information.	This field is required in order to mark this editor as Complete. The Template Bank for this field is Student Profile > Emotional/Social Findings.
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This field is limited to 500 characters. The Template Bank for this field is Student Profile > Emotional/Social Findings.

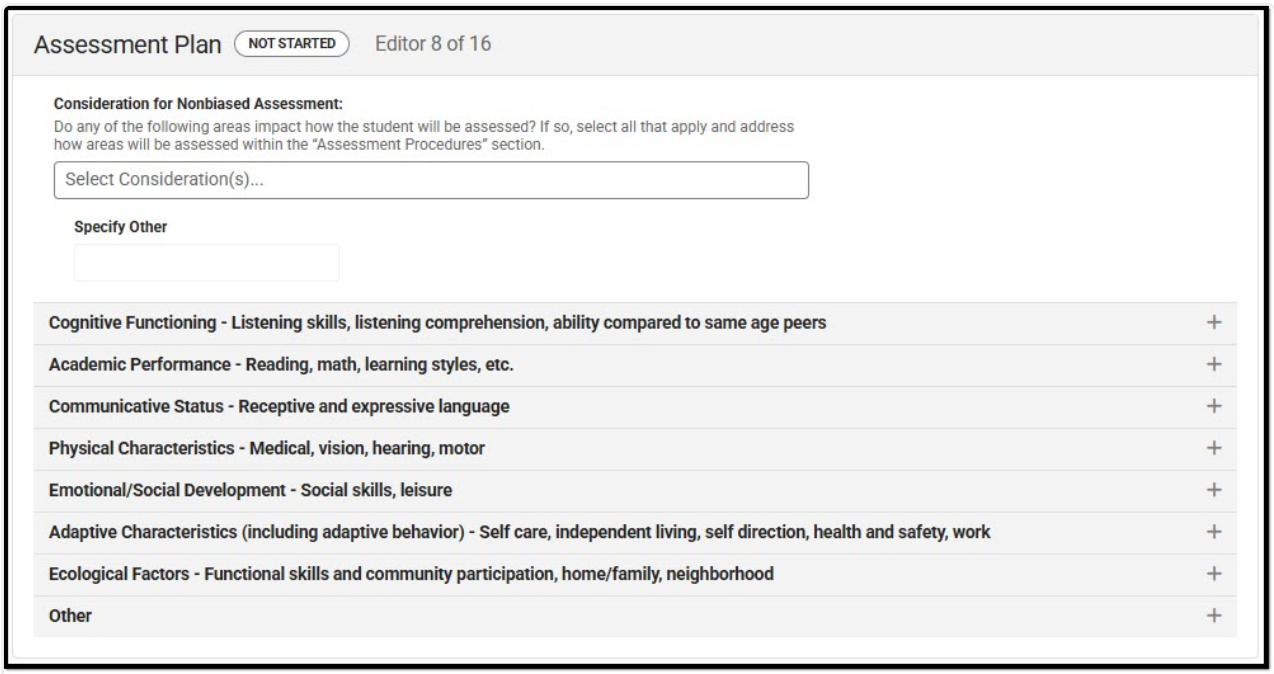
Field	Description	Additional Information
Adaptive Characteristics (including adaptive behavior) - Self care, independent living, self direction, health and safety, work		
Student Characteristics/Influences - Sources of Information - Findings	A description of the student's adaptive characteristics and sources of information.	This field is required in order to mark this editor as Complete. The Template Bank for this field is Student Profile > Adaptive Findings.
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This field is limited to 500 characters. The Template Bank for this field is Student Profile > Adaptive Questions.
Ecological Factors - Functional skills and community participation, home/family, neighborhood		
Student Characteristics/Influences - Sources of Information - Findings	A description of the student's ecological factors and sources of information.	This field is required in order to mark this editor as Complete. The Template Bank for this field is Student Profile > Ecological Findings.
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This field is limited to 500 characters. The Template Bank for this field is Student Profile > Ecological Questions.
Other		
Specify Other	Any other student characteristics to be considered.	This field is limited to 500 characters.
Student Characteristics/Influences - Sources of Information - Findings **Required*	A description of any other factors and sources of information.	*This field is available and required (to Complete the editor) when Specify Other is populated. The Template Bank for this field is Student Profile > Other Findings.
Questions to Answer Through Assessment **Required*	A description of any unanswered questions to be answered through the student assessment.	*This field is available when Specify Other is populated. The Template Bank for this field is Student Profile > Other Questions. This field is limited to 500 characters.

Field	Description	Additional Information
Check here if the Student Profile has been completed and the team has determined that no additional information is needed to determine/confirm the student's disability and educational needs. The child's parents have been notified of this determination and reasons thereof, and the right to request assessment procedures to determine disability or educational needs in accordance with 300.305(d). **Required*	Indicates the Student Profile editor is complete and the team has determined that no additional information is needed to determine/confirm the student's disability and educational needs.	*When the "Questions to Answer Through Assessment" fields are all blank, this field is available and required to mark this editor as Complete. When any "Questions to Answer Through Assessment" fields are populated, this checkbox is unavailable. **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Student Profile > parentNotification (ndStudentProfile.parentNotification)

Assessment Plan

This editor automatically becomes Not Needed when the Purpose of Meeting on the Evaluation Information editor is N: Parent and School have determined re-evaluation is not necessary OR the following checkbox is marked on the Student Profile editor: Check here if the Student Profile has been completed and the team has determined that no additional information is needed to determine/confirm the student's disability and educational needs...

Dividers automatically open when "Questions to Answer Through Assessment" is populated from the Student Profile editor. When not populated, dividers remain closed.



Assessment Plan Editor

Click here to expand...

Field	Description	Additional Information
Consideration for Nonbiased Assessment	Any areas that might impact how the student will be assessed. Options include: • Culture • Environment • Economic • Sensory (Vision, Hearing, Motor) • Other	Multiple options may be selected. **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Assessment Plan > considerations (ndAssessmentPlan.considerations)
Specify Other **Required*	Any other areas that might impact how the student will be assessed.	*This field is available and required when Other is selected as the "Consideration for Non-biased Assessment." This field is limited to 150 characters.
Cognitive Functioning - Listening skills, listening comprehension, ability compared to same age peers		
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.
Academic Performance - Reading, math, learning styles, etc.		
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.

Field	Description	Additional Information
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.
Communicative Status - Receptive and expressive language		
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.
Physical Characteristics - Medical, vision, hearing, motor		
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.
Emotional/Social Development - Social skills, leisure		
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.

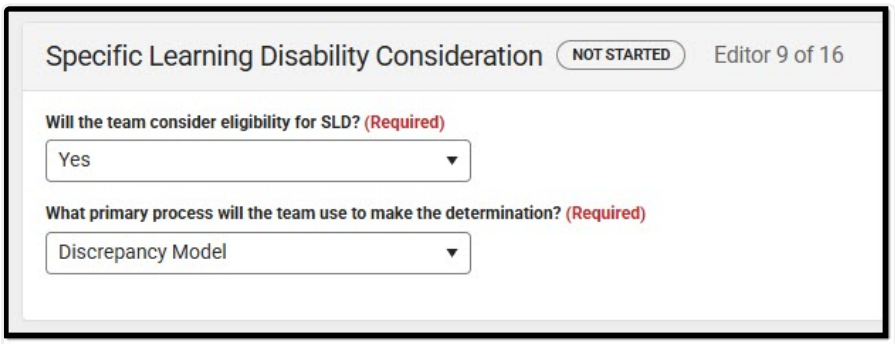
Field	Description	Additional Information
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.
Adaptive Characteristics (including adaptive behavior) - Self-care, independent living, self-direction, health and safety, work		
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.
Ecological Factors - Functional skills and community participation, home/family, neighborhood		
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.

Field	Description	Additional Information
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.
Other		
Specify Other	Any other student characteristics to be considered.	This pulls in as read-only from the Student Profile editor.
Questions to Answer Through Assessment	A description of any unanswered questions to be answered through the student assessment.	This pulls in as read-only from the Student Profile editor.
Assessment Procedures **Required*	A description of the assessment procedures.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated.
Person(s) Responsible **Required*	The person or people responsible for assessing the student.	*This field is available and required in order to mark the editor as Complete when Questions to Answer Through Assessment is populated. This field is limited to 500 characters.

Specific Learning Disability Consideration

The Specific Learning Disability Consideration editor documents the team's decision to consider the student's eligibility for specific learning disability.

This editor is automatically marked as Not Needed when the Purpose of Eval on the Evaluation Information editor is "Parent and School have determined re-eval is not necessary."



Specific Learning Disability Consideration Editor

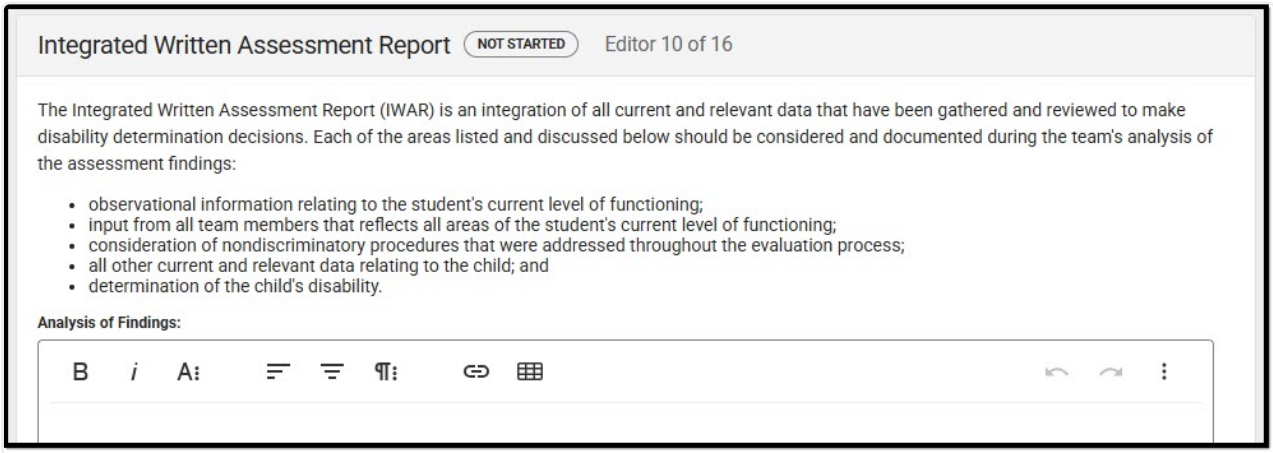
Field	Description	Validation
Will the team consider eligibility for SLD? *Required*	Options are Yes or No.	**Ad hoc Inquiries**: Student > Learner Planning > Evaluations > SLD Considerations > considerSLD (ndSLDConsideration.considerSLD)
What primary process will the team use to make the determination? **Required*	How the team will make the determination. Options include: • Discrepancy Model • Response to Intervention	*This field is available and required when Yes is selected for the "Will the team consider eligibility for SLD?" question. **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > SLD Considerations > determinationProcessSLD (ndSLDConsideration.determinationProcessSLD)

Integrated Written Assessment Report

The Integrated Written Assessment Report editor documents all current and relevant data used to make disability determination decisions for the student.

This editor is marked as Not Needed when:

- The Purpose of Eval (Evaluation Information editor) is "Parent and School have determined re-eval is not necessary," or
- The "What primary process will the team use to make the determination?" (Specific Learning Disability Consideration editor) is "Response to Intervention."



Integrated Written Assessment Report Editor

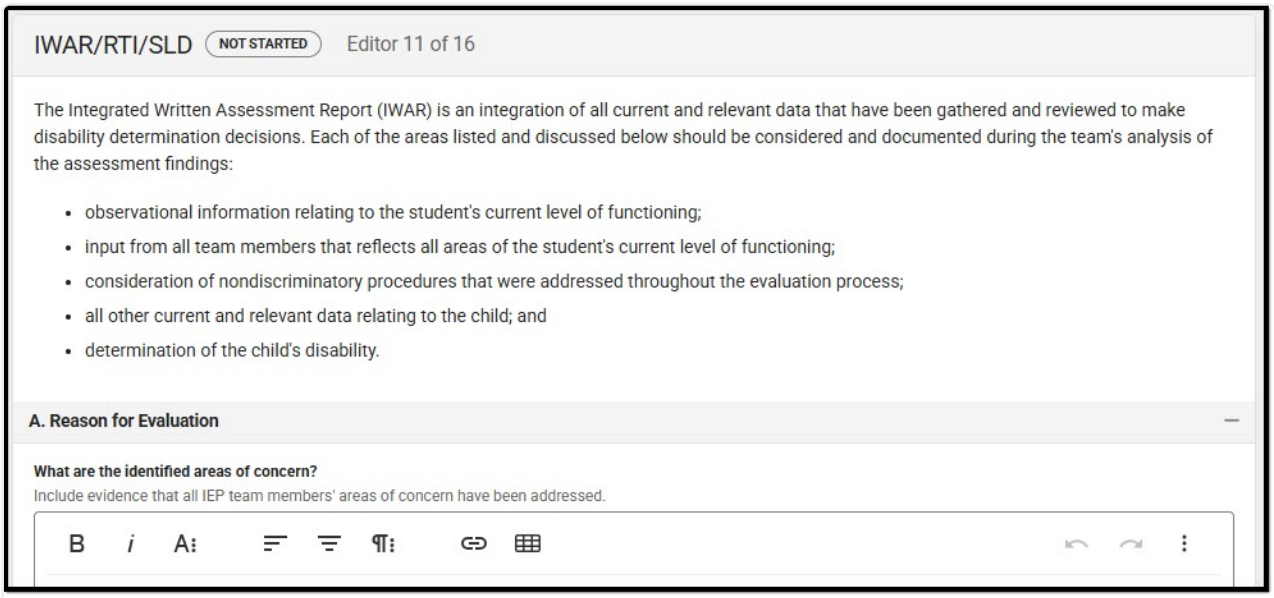
Field	Description	Validation
Analysis of Findings **Required*	A description of the team's findings based on the available data.	*This field is required to mark the editor as Complete. The Template Bank for this field is IWAR > Analysis of Findings. **Database Location:** SEEGenericForm.vcMax1, Type = IWAR

Field	Description	Validation
Determination of the Child's Disability **Required*	A description of the disability determination for the student.	*This field is required to mark the editor as Complete. The Template Bank for this field is IWAR > Determination of Disability.

IWAR/RTI/SLD

The IWAR/RTI/SLD editor documents all current and relevant data used to make disability determination decisions for the student when they require a Response to Intervention plan.

This editor is required when the "What primary process will the team use to make the determination?" (Specific Learning Disability Consideration editor) is "Response to Intervention." Otherwise, this editor is always marked as Not Needed.



IWAR/RTI/SLD Editor

Click here to expand...

Field	Description	
A. Reason for Evaluation		
What are the identified areas of concern? **Required*	A description of the areas of concern.	*This field is required in order to mark this editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Areas of Concern. **Database Location:** SEEGenericForm.vcMax1
B. Background Information		

Field	Description	
Explanation **Required*	A description of the student's background information and how ecological factors may impact the student's learning challenges.	*This field is required in order to mark this editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Background Information. **Database Location:** SEEGenericForm.vcMax2
Exclusionary factors are the primary cause of the student's learning challenges **Required*	Options are Yes or No.	*This field is required in order to mark this editor as Complete. **Database Location:** SEEGenericForm.tinyint1 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > IWAR/RTI/SLD > exclusionaryFactors (ndIWARRTISLD.exclusionaryFactors)
C. The student does not make sufficient progress to meet age or state-approved grade level standards when using a process based on the student's response to scientific, research-based interventions		
Strengths Reported by Parent(s)/Student **Required*	A description of the student's strengths.	*This field is required in order to mark this editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Strengths Reported. **Database Location:** SEEGenericForm.vcMax3
Concerns Reported by Parent(s)/Student **Required*	A description of concerns reported by the student and/or their parent/guardian(s).	*This field is required in order to mark this editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Concerns Reported. **Database Location:** SEEGenericForm.vcMax4
Academic and/or Social and Behavioral Functioning **Required*	A description of the student's academic and/or social and behavioral functioning.	*This field is required in order to mark this editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Academic, Social/Behavioral Functioning. **Database Location:** SEEGenericForm.vcMax5

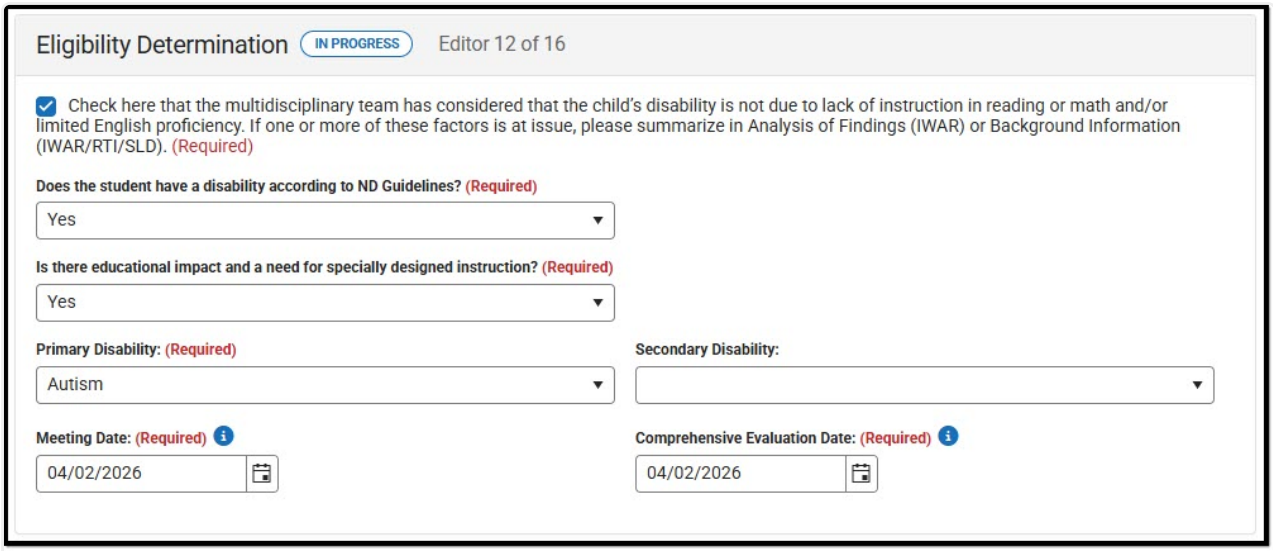
Field	Description	
Data for determining eligibility were gathered from	Options include: • Cumulative file review (attendance, retentions, discipline reports, etc.) • Reviews of evaluation completed by an external agency(ies) • Review of documented interventions • Interview information (parent, teacher, and/or student) • District/State Assessments (district/state benchmark, MAP, NWEA, ND A-PLUS, etc.) • Norm Referenced Assessments (cognitive, academic, language tests, emotional/social, adaptive, etc.) • Informal Assessments (work samples, unit tests, classroom performance, interaction with peers, motivational factors, etc.) • Other	Multiple options may be selected. A Description field displays with each checkbox selected. **Database Locations:** • SEEGenericForm.tinyint2 • SEEGenericForm.tinyint3 • SEEGenericForm.tinyint4 • SEEGenericForm.tinyint5 • SEEGenericForm.tinyint6 • SEEGenericForm.tinyint7 • SEEGenericForm.tinyint8 • SEEGenericForm.tinyint9
Description **Required*	For every data source option selected above, a Description text field displays.	*This field is required in order to mark the editor as Complete. **Database Locations:** • SEEGenericForm.vcMax6 • SEEGenericForm.vcMax7 • SEEGenericForm.vcMax8 • SEEGenericForm.vcMax9 • SEEGenericForm.vcMax10 • SEEGenericForm.vcMax11 • SEEGenericForm.vcMax12 • SEEGenericForm.vcMax14
Specify Other **Required*	Any other sources of data.	*This field is available and required when Other is selected above. **Database Location:** SEEGenericForm.vcMax13

Field	Description	
Summary **Required*	A description of the student's rate of progress over time, including data to support the answer.	*This field is required in order to mark the editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Insufficient Response Summary. **Database Location:** SEEGenericForm.vcMax15
The student is progressing at a significantly slower rate than expected **Required*	Options are Yes or No.	*This field is required in order to mark the editor as Complete. **Database Location:** SEEGenericForm.tinyint10 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > IWAR/RTI/SLD > progressingSlower (ndIWARRTISLD.progressingSlower)
The student is currently making an acceptable rate of progress but only because of the intervention that is being provided **Required*	Options are Yes or No.	*This field is required in order to mark the editor as Complete. **Database Location:** SEEGenericForm.tinyint11 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > IWAR/RTI/SLD > acceptableRate (ndIWARRTISLD.acceptableRate)
Evidence **Required*	A description of the formal and informal data sources that reflect how the student performs relative to their peers.	*This field is required in order to mark the editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Evidence. **Database Location:** SEEGenericForm.vcMax16
The student's performance is significantly discrepant **Required*	Options are Yes or No.	*This field is required in order to mark the editor as Complete. **Database Location:** SEEGenericForm.tinyint12 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > IWAR/RTI/SLD > discrepantPerformance (ndIWARRTISLD.discrepantPerformance)
The student's performance is not currently discrepant but only because of the intensity of the intervention that is being provided **Required*	Options are Yes or No.	*This field is required in order to mark the editor as Complete. **Database Location:** SEEGenericForm.tinyint13 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > IWAR/RTI/SLD > intenseIntervention (ndIWARRTISLD.intenseIntervention)
D. Student's response to well-planned and implemented research-based interventions		

Field	Description	
Needs related to instruction **Required*	A description of the student's instructional needs.	*This field is required in order to mark the editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Instructional Needs. **Database Location:** SEEGenericForm.vcMax17
The student's instructional needs are significantly different and exceed general education resources **Required*	Options are Yes or No.	*This field is required in order to mark the editor as Complete. **Database Location:** SEEGenericForm.tinyint14 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > IWAR/RTI/SLD > instructionalNeeds (ndIWARRTISLD.instructionalNeeds)
E. A classroom observation by a teacher and related service providers is required for SLD determination		
Summary of Findings **Required*	A description of classroom observations used to make the SLD determination.	*This field is required in order to mark the editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Summary of Findings. **Database Location:** SEEGenericForm.vcMax18
F. Consideration of another disability or sensory issue and outcome		
Summary **Required*	A description of how other disabilities, other than SLD, may impact the student's academic performance.	*This field is required in order to mark the editor as Complete. The Template Bank for this field is IWAR/RTI/SLD > Another Disability or Outcome Summary. **Database Location:** SEEGenericForm.vcMax19

Eligibility Determination

The Eligibility Determination editor documents the team's determination of the student's primary and/or secondary disability.



Eligibility Determination Editor

Click here to expand...

Field	Description	Validation
Check here that the multidisciplinary team has considered that the child's disability is not due to lack of instruction in reading or math and/or limited English proficiency. If one or more of these factors is at issue, please summarize in Analysis of Findings (IWAR) or Background Information (IWAR/RTI/SLD) *Required*	Indicates the student's disability is not due to a lack of instruction.	**Database Location:** seEvaluationResults.hasQualify **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Eligibility Determination > considerationOfFactors (ndEligDetermination.considerationOfFactors)
Does the student have a disability according to ND Guidelines? *Required*	Options are Yes or No.	**Database Location:** seEvaluationResults.criteriaText **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Eligibility Determination > disability (ndEligDetermination.disability)

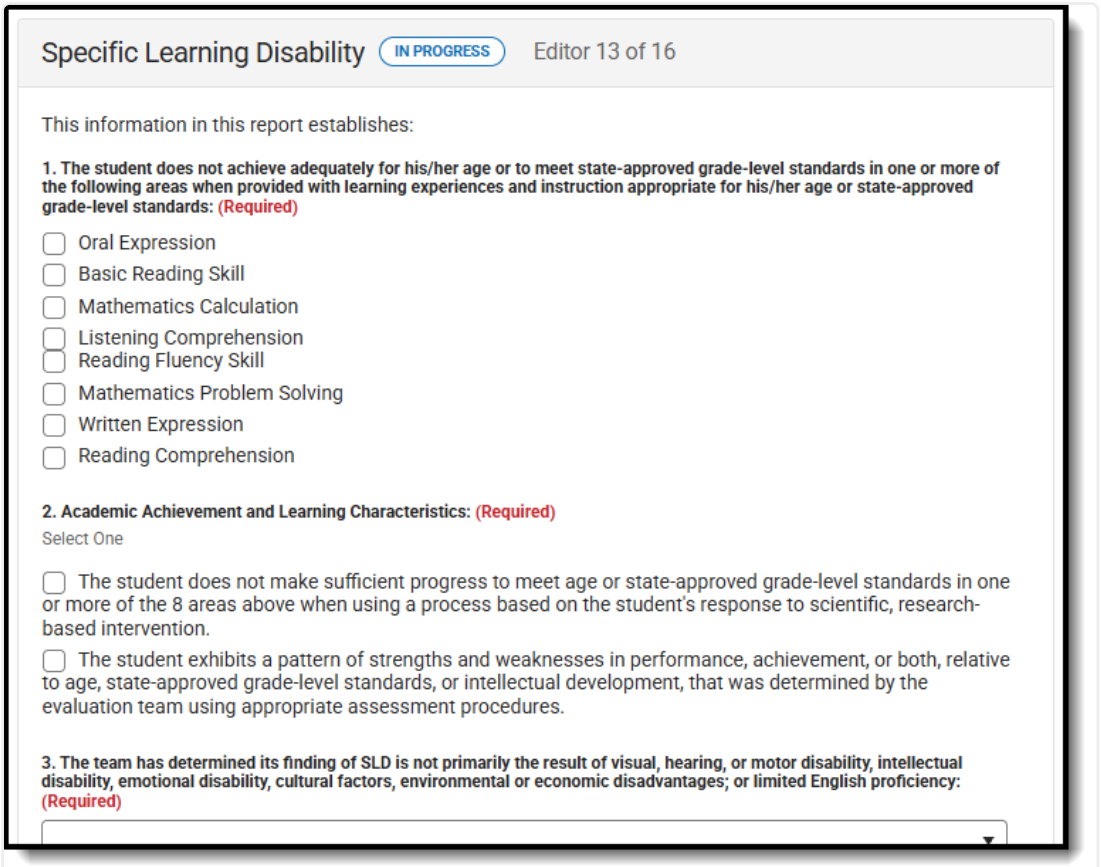
Field	Description	Validation
Is there educational impact and a need for specially designed instruction? **Required*	Options are Yes or No.	*This field is required when Yes is selected as the "Does the student have a disability according to ND Guidelines?" question. **Database Location:** seEvaluationResults.educableMentallyHandicapped **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Eligibility Determination > SDI (ndEligDetermination.SDI)
Primary Disability **Required*	The student's first disability. Options include: • AUT: Autism • DB: Deaf-blindness • ED: Emotional Disability • HI: Deaf/Hard of Hearing • ID: Intellectual Disability • NCD: Non-Categorical Delay (Age 3-9 Only) • OHI: Other Health Impairments • OI: Orthopedic Impairments • SI: Speech/Language Impairments • SLD: Specific Learning Disabilities • TBI: Traumatic Brain Injury • VI: Visual Impairments	*This field is required when Yes is selected as the "Does the student have a disability according to ND Guidelines?" question AND Yes is selected as the "Is there educational impact and a need for specially designed instruction?" question. **Database Location:** seEvaluationResults.disability1 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Eligibility Determination > primaryDisability (ndEligDetermination.primaryDisability)
Secondary Disability	The student's second disability. Options are the same as the Primary Disability field.	**Database Location:** seEvaluationResults.disability2 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Eligibility Determination > secondaryDisability (ndEligDetermination.secondaryDisability)

Field	Description	Validation
Meeting Date *Required*	When the Evaluation is Initial or Reevaluation, this is the IWAR meeting date. When Reevaluation is not necessary, this is the Student Profile meeting date. If this is an Initial or a Reevaluation, record the IWAR meeting date.	**Database Location:** seEvaluationResults.determinationDate **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Eligibility Determination > meetingDate (ndEligDetermindation.meetingDate)
Comprehensive Evaluation Date *Required*	The date eligibility or continued eligibility was determined.	**Database Location:** seEvaluationResults.referralCheck **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Eligibility Determination > comprehensiveEvaluationDate (ndEligDetermindation.comprehensiveEvaluatioDate)

Specific Learning Disability

The Specific Learning Disability editor documents additional considerations made concerning the determination that the student has a specific learning disability.

This editor is automatically marked as Not Needed when the Primary or Secondary Disability fields (Eligibility Determination editor) are not SLD.



Specific Learning Disability Editor

Click here to expand...

Field	Description	Validation
1. The student does not achieve adequately for his/her age or to meet state-approved grade-level standards in one or more of the following areas when provided with learning experiences and instruction appropriate for his/her age or state-approved grade-level standards *Required*	Options include: • Oral Expression • Basic Reading Skill • Mathematics Calculation • Listening Comprehension • Reading Fluency Skill • Mathematics Problem Solving • Written Expression • Reading Comprehension	Multiple options may be selected.

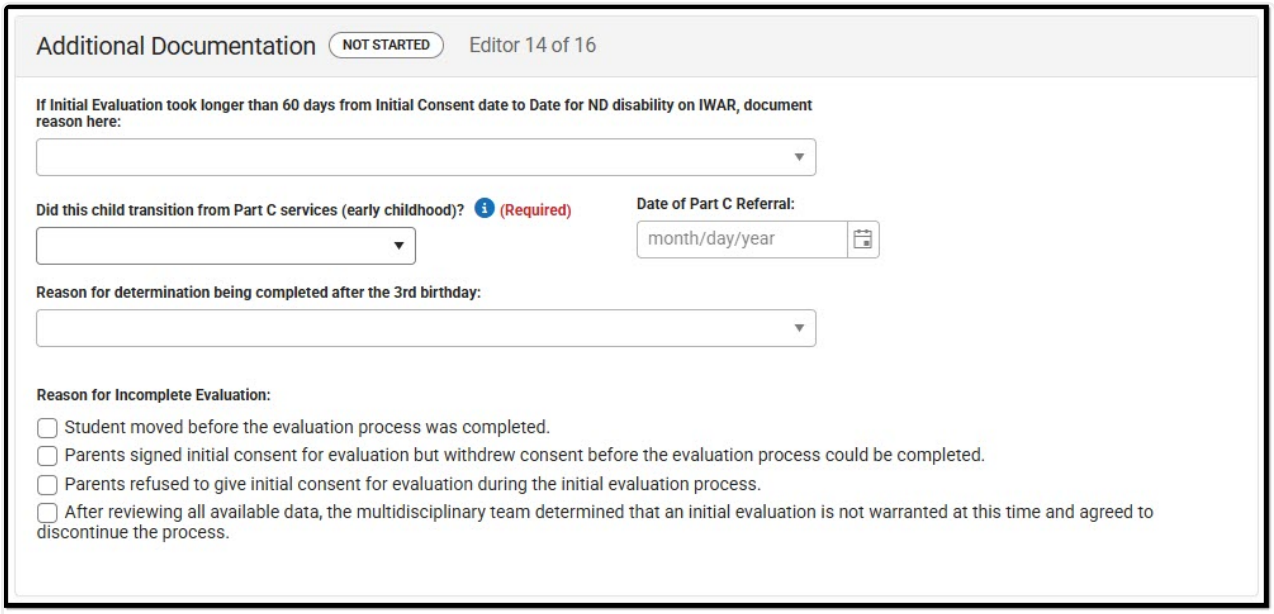
Field	Description	Validation
2. Academic Achievement and Learning Characteristics *Required*	Options are: • The student does not make sufficient progress to meet age or state-approved grade-level standards in one or more of the 8 areas above when using a process based on the student's response to scientific, research-based intervention. • The student exhibits a pattern of strengths and weaknesses in performance, achievement, or both, relative to age, state-approved grade-level standards, or intellectual development, that was determined by the evaluation team using appropriate assessment procedures.	Only one option can be selected.
3. The team has determined its finding of SLD is not primarily the result of visual, hearing, or motor disability, intellectual disability, emotional disability, cultural factors, environmental or economic disadvantages; or limited English proficiency *Required*	Options are Yes or No.	**Ad hoc Inquiries**: Student > Learner Planning > Evaluations > SLD > sld (ndSLD.sld)

Field	Description	Validation
4. Data has been gathered which demonstrates that prior to, or as part of the referral process, the student was provided appropriate math and/or reading instruction in regular education settings by qualified personnel; and data-based documentation of repeated assessments of achievement at reasonable intervals, reflecting formal assessment of student progress during instruction, was provided to the parents *Required*	Options are Yes or No.	**Ad hoc Inquiries**: Student > Learner Planning > Evaluations > SLD > data (ndSLD.data)
5. Observation *Required*	Options are: • At least one team member other than the child's regular teacher has observed the child's academic performance and behavior related to the areas of difficulty in the routine classroom setting. • In the case of a child less than school age or out of school, a team member has observed the child in an environment appropriate for a child of that age.	Only one option can be selected.
Observation Date **Required*	The day of the observation. There are ten observation fields.	*These fields become available when any of the checkboxes from number 5 are marked. Only the first Observation Date field is required.

Additional Documentation

The Additional Documentation editor documents additional information about the evaluation process for the student. This editor does not print.

This editor is automatically marked as Not Needed when the Purpose of Eval field (Evaluation Information editor) is "Parent and School have determined re-eval is not necessary."



Additional Documentation Editor

Click here to expand...

Field	Description	Validation
If Initial Evaluation took longer than 60 days from Initial Consent date to Date for ND disability on IWAR, document reason here **Required*	Options include: • Parent does not present the child • Child moves before evaluation process is completed • Extreme weather conditions • Limited access to qualified evaluator • Multi-Disciplinary Team missed deadline	*This field is available and required when the Purpose of Eval (Enrollment Information editor) is Initial, and more than 60 days have passed since the Comprehensive Evaluation Date (Eligibility Determination editor) from the Initial Consent Date (Evaluation Information editor). **Database Location:** SEEGenericForm.vcMax1 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Additional Documentation > longer60Days (ndAddDocumentation.longer60Days)
Did this child transition from Part C services (early childhood)? **Required*	Options are Yes or No.	*This field is available and required when the Purpose of Eval (Enrollment Information editor) is Initial, and the student is less than three and a half years old. Click **Save** to run the age calculation. **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Additional Documentation > partC (ndAddDocumentation.partC)

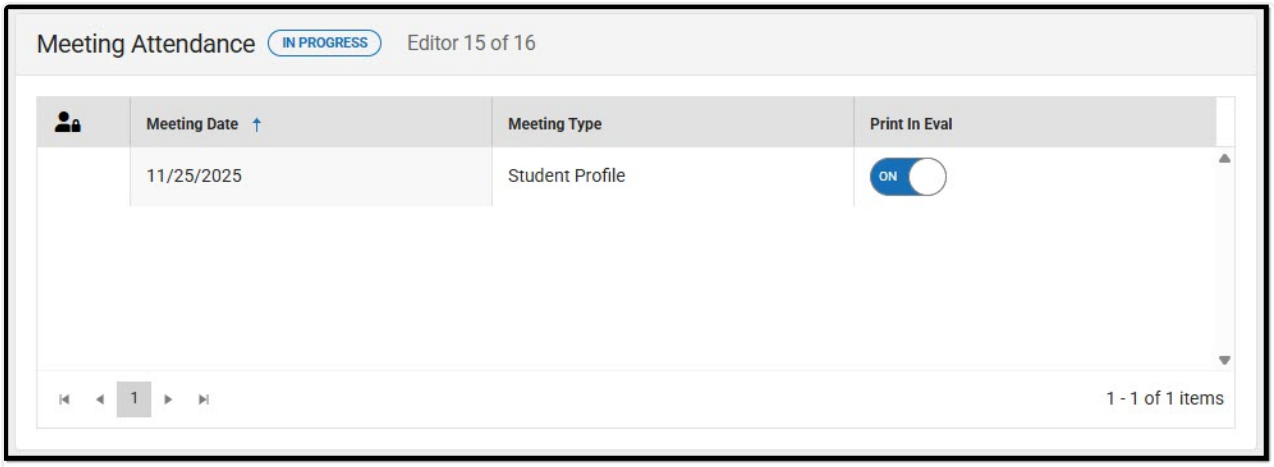
Field	Description	Validation
Date of Part C Referral **Required*	The day of the Part C Referral.	*This field is available and required when Yes is selected from the "Did this child transition from Part C services (early childhood)?" dropdown. **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Additional Documentation > datePartC (ndAddDocumentation.datePartC)
Reason for determination being completed after the 3rd birthday **Required*	Options include: • Parent does not present the child • Child moved during evaluation process • Extreme weather conditions • Limited access to qualified evaluator • Multi-Disciplinary Team missed deadline • Parent refusal to provide consent caused delays in evaluation or initial services • The child was referred to Part C less than 90 days before their 3rd birthday	*This field is available and required when Yes is selected from the "Did this child transition from Part C services (early childhood)?" dropdown above, and the Comprehensive Evaluation Date is after the student's third birthday. **Database Location:** SEEGenericForm.vcMax2 **Ad hoc Inquiries**: Student > Learner Planning > Evaluations > Additional Documentation > reasonAfter3rdBirthday (ndAddDocumentation.reasonAfter3rdBirthday)
Reason for Incomplete Evaluation	Options include: • Student moved before the evaluation process was completed. • Parents signed initial consent for evaluation but withdrew consent before the evaluation process could be completed. • Parents refused to give initial consent for evaluation during the initial evaluation process. • After reviewing all available data, the multidisciplinary team determined that an initial evaluation is not warranted at this time and agreed to discontinue the process.	Only one option can be selected. This field does not print.

Meeting Attendance

The Meeting Attendance editor documents who attended the team meeting. Data from this editor pulls in from the Meeting Invitation editor.

Click here to expand...

Meeting Attendance List Screen

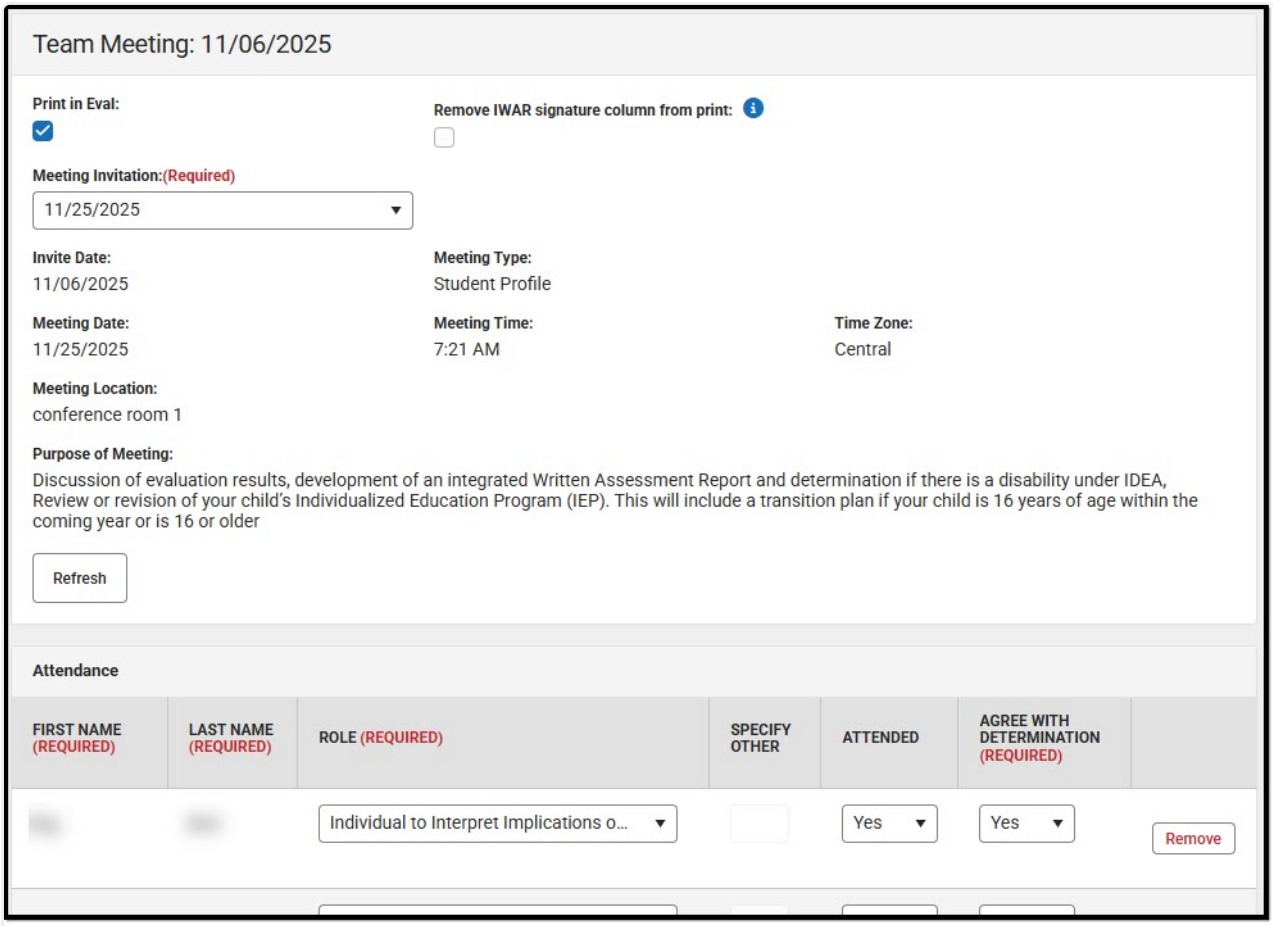


Meeting Attendance List Screen

Column Name	Description
Padlock Icon	Indicates the user currently editing the record.
Meeting Date	The day of the meeting.
Meeting Type	The type of meeting.
Print in Eval	Indicates this record prints.

Meeting Attendance Detail Screen

Select an existing record or click **New** to open the detail screen.



Meeting Attendance Detail Screen

Field	Description	Additional Information
Print in Eval	Indicates this record prints.	This defaults to marked.
Remove IWAR signature column from print	When marked, the signature column does not print.	This field is available when the student's Primary or Secondary Disability is not SLD on the Eligibility Determination editor.
Meeting Invitation *Required*	When marked, a student invitation record prints.	The options available in this dropdown pull in from the Meeting Invitation editor.
Invite Date	The day of the invitation.	This field is read-only.
Meeting Type	The type of meeting.	This field is read-only.
Meeting Date	The day of the meeting.	This field is read-only.
Meeting Time	The time of the meeting.	This field is read-only.
Time Zone	The time zone. Options are Central or Mountain.	This field is read-only.
Meeting Location	The location of the meeting.	This field is read-only.
Purpose of Meeting *Required*	The meeting's purpose.	This field is read-only.

Field	Description	Additional Information
Attendance *The people who automatically pull into this section come from the Meeting Invitation editor and cannot be modified. Additional team member records can be manually entered.* *When the Meeting Type is Student Profile, the Agree with Determination column does NOT display.*		
First Name *Required*	The first name of the team member.	N/A
Last Name *Required*	The last name of the team member.	N/A
Role *Required*	The role of the team member.	N/A
Specify Other **Required*	The other role of the team member.	*This field is available and required when Other is selected as the Role.
Attended	Indicates the person attended the meeting.	N/A
Agree with Determination **Required*	Indicates this person agrees with the team's determination. Options are Yes or No.	*This field is available and required when the student's Primary or Secondary Disability is SLD on the Eligibility Determination editor.

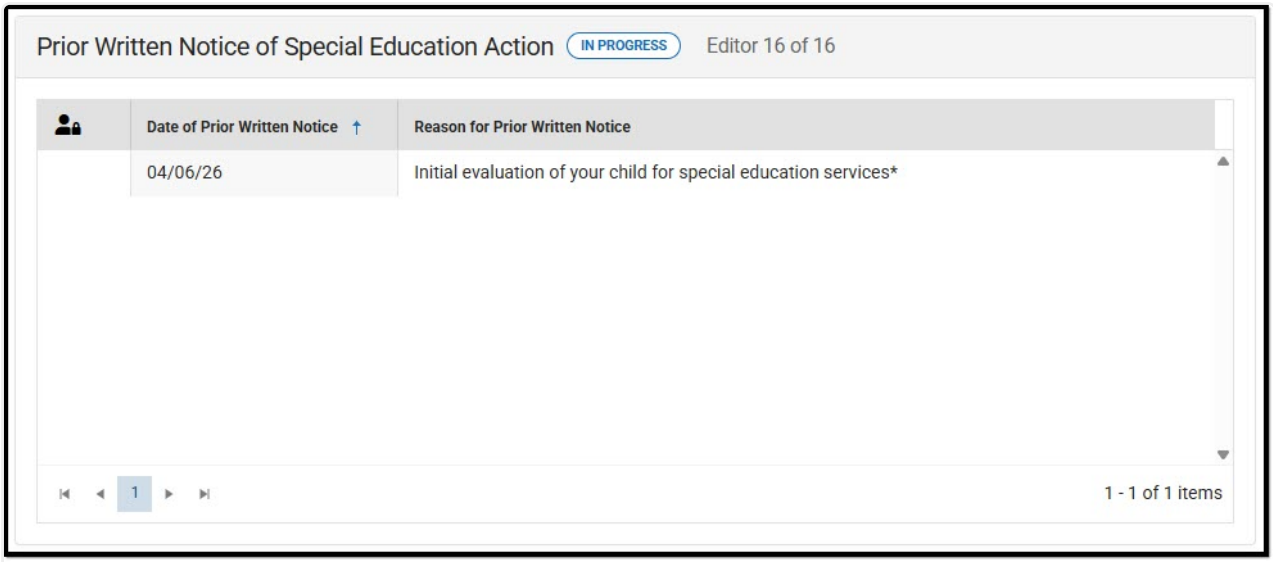
Prior Written Notice of Special Education Action

The Prior Written Notice editor documents the proposed or refused actions considered by the IEP team and the notice dates provided to the parent/guardian(s).

This editor is often filled out and electronically signed by the student's parent/guardian. In order to send the plan for eSignature, this editor must be placed in the status Complete Pending eSignature. See the North Dakota Document eSignature Setup article for additional information.

Click here to expand...

Prior Written Notice of Special Education Action List Screen

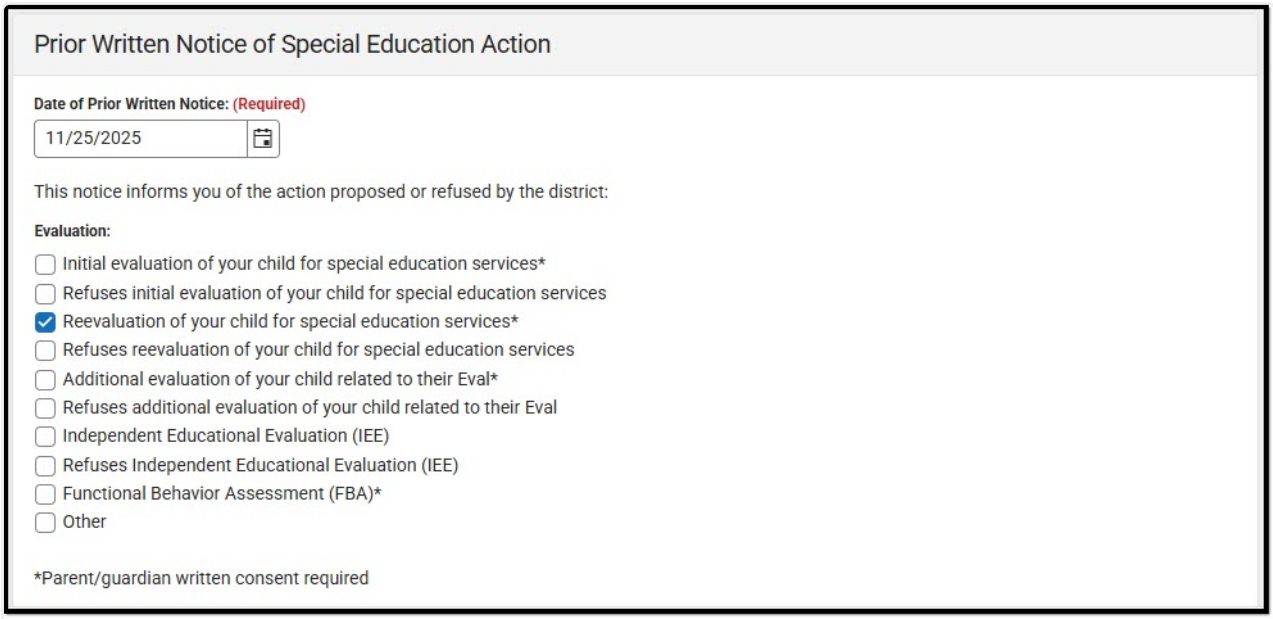


Prior Written Notice of Special Education Action List Screen

Column Name	Description
Padlock Icon	The user currently editing the record.
Date of Prior Written Notice	The day of the prior written notice.
Reason for Prior Written Notice	The first 100 characters of the reason for the prior written notice.

Prior Written Notice of Special Education Action Detail Screen

Select an existing record or click **New** to open the detail screen.



Prior Written Notice of Special Education Action Detail Screen

Field	Description	Additional Information
Date of Prior Written Notice *Required*	The day of the prior written notice.	N/A
Evaluation	The type of evaluation. Options include: • Initial evaluation of your child for special education services* • Refuses initial evaluation of your child for special education services • Reevaluation of your child for special education services* • Refuses reevaluation of your child for special education services • Additional evaluation of your child related to their IEP* • Refuses additional evaluation of your child related to their IEP • Independent Educational Evaluation (IEE) • Refuses Independent Educational Evaluation (IEE) • Functional Behavior Assessment (FBA)* • Other	Multiple options may be selected.
Specify Other **Required*	The Other type of evaluation.	*This field is available and required when Other is selected as the Evaluation. This field is limited to 150 characters.
Identification	The student's special education identification. Options include: • Eligible for special education and related services • No longer eligible for special education and related services • No longer qualifies for special education and related services (Graduated with a regular diploma or reached maximum age) • Eligibility is being changed to • No longer in need of related services in the area of • Other	Multiple options may be selected.
Eligibility changed to	The new special education eligibility of the student.	This field is limited to 150 characters.
Related Service area	The related service area.	This field is limited to 150 characters.

Field	Description	Additional Information
Specify Other **Required*	The other identification for the student.	*This field is available and required when Other is selected as the Identification. This field is limited to 150 characters.
Educational Placement	The student's educational placement. Options include: • Initial placement determination • Change the child's placement to • Refuses changing the child's placement to • Because of disciplinary action, the district will change the child's placement to • The child is no longer in need of related services in the area of • Other	Multiple options may be selected.
Change placement to	The new education placement.	This field is limited to 150 characters.
Disciplinary action placement change	The student's placement change based on disciplinary action.	This field is limited to 150 characters.
Related Service area	The related service area.	This field is limited to 150 characters.
Specify Other **Required*	The student's other educational placement.	*This field is available and required when Other is selected as the Educational Placement. This field is limited to 150 characters.
Provision of FAPE	Options include: • Change in accommodations/modifications • Change in services • Other	Multiple options may be selected.
Specify Other **Required*	The other provision of FAPE.	*This field is available and required when Other is selected as the Provision of FAPE. This field is limited to 150 characters.
Day Action Will Take Effect *Required*	The day the new action takes effect.	N/A

Field	Description	Additional Information
1. Explanation of why the district proposed or refused to take action(s) *Required*	A description of why the district proposed or refused to take action.	N/A
2. Description of the evaluation procedures, tests, records and reports used to make the decision *Required*	A description of the documentation and evidence used to make the determination.	N/A
3. Description of options considered prior to this decision and the reason each option was declined *Required*	A description of prior options considered and why those options were declined.	N/A
4. Description of other relevant factors that contributed to this decision *Required*	A description of any other relevant factors when making the determination.	N/A
A copy of the "Parental Rights for Public School Students Receiving Special Education Services - Notice of Procedural Safeguards" is enclosed	Indicates a copy of the Procedural Safeguards document was provided to the parent/guardians.	N/A
I understand that parents must be provided with prior written notice in a reasonable time before the district`s proposed action or refusal goes into effect	Options include: • Yes, I agree that the proposed action(s) may be implemented as soon as practical • No, I do not agree that the proposed action(s) may be implemented as soon as practical	The guardian usually selects one of these checkboxes on the Portal when eSigned.