



# Initial Evaluation Quick Guide: Covid-19

## General Guidance

Evaluation teams should proceed with evaluation within the 60-day timeline based on the category identified by the level of community spread.

## Team Considerations

<b>Category 1</b>	<b>Traditional/ Comprehensive Online Schooling</b>	“Regular school” is in session. The evaluation team should proceed with the evaluation within the 60-day timeline.
<b>Category 2</b>	<b>Traditional/ Comprehensive Online Schooling</b>	“Regular school” is in session. The evaluation team should proceed with the evaluation within the 60-day timeline.
	<b>Hybrid/ Blended</b>	“Regular school” may not be in session. The 60-day timeline is suspended if the school closure exceeds 5 or more consecutive school days. However, it is always best practice to complete an evaluation within the 60 days if possible. If face-to-face assessments are required for this evaluation, the team should administer assessments when the student is in the building and proceed with the evaluation within the 60-day timeline.
	<b>Full Distance/Remote Learning</b>  *See Category 1 for Comprehensive Online Schooling	“Regular school” is not in session. The 60-day timeline is suspended if the school closure exceeds 5 or more consecutive school days. However, it is always best practice to complete an evaluation within the 60 days if possible. If face-to-face assessments are required for this evaluation, the team should consider whether assessments can be administered within the guidelines for minimal use of school buildings. <ul style="list-style-type: none"> <li>If yes, proceed with the evaluation within the 60-day timeline.</li> <li>If no, then document the decision in a Written Notice, indicating when the assessment/evaluation process will resume.</li> </ul> If face-to-face assessments are not required for this evaluation, the team should consider whether you have or can gather sufficient evidence for an eligibility decision. The team must ensure



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		<p>meaningful parent participation in the evaluation and eligibility process.</p> <ul style="list-style-type: none"> <li>• If yes, the team should move forward with determining eligibility.</li> <li>• If no, then document the decision in a Written Notice, indicating when the assessment/evaluation process will resume</li> </ul>
<p><b>Category 3</b></p>	<p><b>Full Distance/Remote Learning</b></p> <p>*See Category 1 for Comprehensive Online Schooling</p>	<p>“Regular school” is not in session. The 60-day timeline is suspended.</p> <p>If face-to-face assessments are required for this evaluation, the team may consider suspending the evaluation and resuming when the school returns to Category 1 or 2.</p> <ul style="list-style-type: none"> <li>• Document your decision in a Written Notice, indicating when the assessment/evaluation process will resume.</li> </ul> <p>If face-to-face assessments are not required for this evaluation, the team should consider whether you have or can gather sufficient evidence for an eligibility decision. The team must ensure meaningful parent participation in the evaluation and eligibility process.</p> <ul style="list-style-type: none"> <li>• If yes, the team should move forward with determining eligibility.</li> <li>• If no, then document the decision in a Written Notice, indicating when the assessment/evaluation process will resume.</li> </ul>
<p><b>Eligibility Determination</b></p>	<ul style="list-style-type: none"> <li>• Teams are not required to meet in person. Parents may agree to participate over the telephone or in a virtual format.</li> <li>• If the team decides to hold a meeting via phone or virtually, ensure that each team member verbally indicates agreement/disagreement with the report and document the decisions on the cover page of the Eligibility Report and within team meeting notes. (Signatures are not a required component when determining eligibility. However, your district may require that you collect signatures.</li> <li>• A meeting is not required to determine eligibility. If the team decides to determine eligibility without a meeting, document how each team member’s input was gathered, and indicate agreement/disagreement with report for each team member on the cover page of the Eligibility Report.</li> </ul>	