## 504 Team Evaluation and Meeting Summary

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<th>Student</th>
<th>Student ID</th>
<th>Date</th>
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<td>School</td>
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<tr>
<th>Team Members Present</th>
<th>Name/Title</th>
<th>Signature</th>
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### Indicate data reviewed by the 504 Team to determine eligibility:

- [ ] Strategies Implemented Prior to 504 Team Request for Assistance
- [ ] Individualized Education Plan (IEP)
- [ ] Previous Section 504 Plan
- [ ] Background Information
- [ ] Teacher Observation Report for Section 504 Evaluation
- [ ] Recent report cards and previous grade history
- [ ] Complete standardized test score history
- [ ] Current and previous attendance history
- [ ] Discipline history
- [ ] Medical documentation
- [ ] Psychological Evaluation
- [ ] Any additional information available regarding the student
- [ ] Presence of an obvious medical condition (i.e. Broken Limb)

Other:

- [ ]
- [ ]
- [ ]
Based on the 504 Team’s evaluation, answer the following eligibility questions:

1. Does the student have a mental or physical impairment  □ Yes      □ No
   If yes, describe the student’s physical or mental impairment, including the history and prognosis.

   ______________________________________________________________
   ______________________________________________________________
   ______________________________________________________________
   ______________________________________________________________
   ______________________________________________________________
   ______________________________________________________________
   ______________________________________________________________

   If yes, which of the following major life activities is being impacted by the disability? (Check all that apply)

☐ learning       ☐ seeing       ☐ hearing       ☐ breathing
☐ walking        ☐ speaking      ☐ working       ☐ caring for self
☐ performing manual tasks

2. Does the impairment **substantially limit** one or more of the student’s major life activities?  □ Yes  □ No
   Considerations in determining whether an impairment substantially limits a major life activity:
   ✓ What is the nature and severity of the impairment?
   ✓ How long will it last or is it expected to last?
   ✓ What is its permanent or long term impact or expected impact?
   ✓ Is the student unable to perform a major life activity that the average student of approximately the same age can perform, or is the student significantly restricted as to the condition, manner, or duration under which a particular major life activity is performed as compared to the average student of approximately the same age?

   If yes, specifically describe the substantial limitation(s).

   ______________________________________________________________
   ______________________________________________________________
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   ______________________________________________________________
Section 504 Eligibility Statement

Please check one of the following based on the 504 Team’s answers to the eligibility questions:

☐ Student is ELIGIBLE for Section 504  (Questions 1 and 2 were answered “yes”)

✓ The 504 Team will determine the necessary accommodations and write an appropriate 504 Plan.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

OR

☐ Student is NOT ELIGIBLE for Section 504  (At least one of the questions was answered “no”)

Check one:
☐ The student does not have a physical or mental impairment and is therefore ineligible.
☐ The physical or mental impairment does not limit any major life activities.
☐ The student does have a physical or mental impairment; however the SST’s evaluation did not indicate that it substantially limits any major life activities.

Give a brief explanation of why the student is NOT eligible and recommended strategies:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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