

## **Evaluation Summary and Eligibility Report (ESER)**

### Check List – Talking Points

#### **Prior Preparation**

##### Video #1

- Set up meeting date/time with parent and specialists
- Have a copy of Parental Rights available
- Send home Invitation, Prior Written Notice and Parental Rights
- ESER form– fill in student demographic sections and data from each specialist
- Copy of GLEs, district curriculum State Standards and other materials/resources to support goal areas, etc.
- Be sure there are NO blanks on “results” section – if a specific section does not apply, fill in box with Does Not Apply (DNA) and put date of ESER meeting
- Copies made for all participants marked as ROUGH DRAFT ESER

#### **Actual Meeting**

##### Video #2

- Introductions – Special Education teachers starts by stating name / role
- Give parents copy of Parental Rights
- State purpose of meeting: To share testing results and determine if student is eligible for services under Special Education
- Evaluation/Date/Results – individual specialists share evaluation data
- Address all sections of the ESER
- Obtain signatures and complete check-off agree/disagree section
- Collect protocols

**ESER can be combined with the Initial IEP meeting**

