

## **Oroville Union High School District Conducting a Section 504 Evaluation**

Evaluation for Section 504 shall draw upon a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior. Information obtained from all sources must be documented and carefully considered, and may encompass the following:

- Review of developmental, medical or educational history.
- Formal and/or informal observations in at least two settings.
- Behavioral and/or academic rating scales.
- Charting of consistency of performance.
- Individualized assessment procedures if appropriate.
- Information must include student's classroom behavior, physical condition, social or cultural background, adaptive behavior, achievement levels or aptitude.
- Tests and other evaluation materials must be valid for the specific purpose for which they are used; administered by trained personnel as instructed by their producer; tailored to assess specific areas of educational need and not merely designed to provide a single generalized intelligence quotient; and reflect the student's aptitude or achievement or whatever else the test purports to measure rather than the student's impaired sensory, manual, or speaking skills, except where those skills are the factors that the test purports to measure.
- If the limiting condition is primarily health-related, this evaluation will be conducted in collaboration with the school nurse to ensure that an appropriate healthcare procedure is written to address any medical emergencies that may arise.

The School team, in conjunction with parents, shall conduct evaluations under the following conditions:

- If the parent/guardian or teacher reasonably requests an initial or other evaluation.
- Prior to any significant change in placement.
- At least once every three years and more frequently if conditions warrant.

If you have questions regarding the process to conduct a Section 504 evaluation, please contact our Director of Education, Jon Wood, at [jwood@ouhsd.net](mailto:jwood@ouhsd.net) or (530) 538-2300, extension 1104.