



# IEP for:

Student Name

Year

If found, please call:

# MY STUDENT AT A GLANCE

Name: \_\_\_\_\_

Address:

Phone:

Email:

Likes and interests:

Extracurricular activities:

Medical issues or allergies:

Diagnoses:

Insurance info:

Medicaid info:

Medicaid renewal date:

Parent's names + home, cell, work numbers:

Emergency contact names that I use for school:

Current wraparound/behavioral health services:

Wraparound/behavioral health evaluation dates:

Outside/private therapy and tutoring:

# MY SCHOOL YEAR AT A GLANCE

First day of school: \_\_\_\_\_ Last day of school: \_\_\_\_\_

## PARENT-TEACHER CONFERENCE WEEKS – ESY DATES

Fall

Spring

## REPORT CARD DATES

Date 1

Date 2

Date 3

Date 4

## SPECIAL EVENTS (CONCERTS, SPECIAL OLYMPICS, FIELD DAY, ETC)

## ADDITIONAL EVENTS, DATES & DEADLINES AT A GLANCE

1st Quarter	Event	Date
October		
November		
December		
2nd Quarter	Event	Date
January		
February		
March		
3rd Quarter	Event	Date
April		
May		
June		
4th Quarter	Event	Date
July		
August		
September		

Year
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Notes
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# IEP MEETING WORKSHEET FOR PARENTS

Name: \_\_\_\_\_ Current grade: \_\_\_\_\_

Main areas of concern for today's meeting

SDI's that are working and not working

Present levels of performance - any essential test scores

Things I need more explanation on, from school

What does next year look like/transition

Medications and Side Effects

**Remember** Remember the pendency or the stay-put clause - your child stays put in current placement until an agreement is reached. If you do not like the placement being offered, do not agree to "just try it out" because that will then become their pendent placement.

# QUARTERLY UPDATES

Some schools provide quarterly updates, some do it by marking period. Plan yours to best suit your needs and school schedule.

Dates included in this quarter

Tasks for me this quarter:

- Medicaid renewal paper work due or will probably arrive
- IEP Meeting
- Parent Concerns should be completed and ready to go

- Open enrollment for health plan coming
- Start planning ESY or summer camps
- \_\_\_\_\_
- \_\_\_\_\_

Notable success stories the past 90 days:

Notable issues or concerns the past 90 days:

Action plan regarding those issues (note for future, wait until IEP time, etc.):

Look over your IEP, make any progress notes or concerns, as pertains to how the IEP is written now and your child's current state or rate of progress:

# IEP MEETING NOTES

Topic/Section of IEP	Agree w/ team	Disagree w/ team
Evaluations and Present Levels:		
IEP Goals:		
Supports and Interventions:		
Related Services:		
LRE:		
Disability Category:		
ESY decision		

IEP Action/Activity	Date Action Happened	Timeline per IDEA (adjust for state specific timelines)	Parent Action Required	Date Due	My Specific Due Date(s) for this activity
IEP Meeting		Not in IDEA, send within 48 hours	After meeting IEP Letter <a href="#">LEARN MORE</a>	Within 48 hours of IEP meeting	
		IDEA says “reasonable;” some states have specific timelines	Receive final draft of IEP and PWN <a href="#">LEARN MORE</a>	If no state timeline, I give a week or two.	
		Not in IDEA, due that same day	Email to School notifying that you’ve received final draft and will take full 10 days to review.	The day you receive final IEP copy and PWN.	
Receive Final Copy of IEP and PWN		10 Days for most states	Return signed PWN <a href="#">LEARN MORE</a>	10 Days after receipt	
Receive Progress Monitoring Reports	Per your specific IEP	Not defined in IDEA	Review your Progress monitoring reports; proceed as necessary <a href="#">LEARN MORE</a>	No timeline; I recommend 2-3x per school year minimum.	
Begin Preparation for next IEP meeting.	If triennial re-evaluation year	IDEA says at least annually.	Is this a re-evaluation year? If yes, begin compiling your list, get checklist <a href="#">LEARN MORE</a>	No timeline; begin compiling and submit about 75-90 days prior to annual IEP meeting.	
Begin Preparation for next IEP meeting.	Look at current IEP date	IDEA says at least annually.	Compile your list of Parent Concerns to begin your Parent Concerns letter. <a href="#">LEARN MORE</a>	Submit when you RSVP to the IEP meeting.	
IEP Meeting Prep	Based on IEP invitation		Finalize plans-time off work, sitters, etc., plan agenda: <a href="#">LEARN MORE</a>		
Annual IEP Meeting	Based on IEP invitation	Annually	Attend, participate, ask for PWN. And go back to the top of this sheet and start over. Use IEP Meeting Notes Worksheet.		

# NOTES

