

IEP CHECKLIST

- Invitations
- Parent Survey/Data Collection
- Write IEP - Send Draft Home
 - Front Page - Correct
 - Dates
 - Parent Data
 - Other Information
- Section 1: Future Planning
- Section 2: Done at the meeting
- Section 3: Profile
 - All Areas from Guidebook Included
 - Used Headers
- Section 4: Postsecondary Transition (14th birthday prior to next IEP Meeting)
 - Current Transition Assessment
- Section 5: Postsecondary Transition Services
 - Education and Training
 - Employment
 - Independent Living
 - Target Graduation Date
- Section 6: Goal Writing
 - PLOP
 - Annual Goals
 - Methods
 - Objectives
 - Reporting Progress
- Section 7: Specially Designed Instructions
 - Related Services
 - Assistive Technology
 - Accommodations
 - Modifications
 - Support for School Personnel
 - Services to Support Medical Needs
- Section 8: Transportation as a Related Service
 - Reviewed with Transportation Director/Administration
- Section 9: Nonacademic and Extracurricular Activities
- Section 10: General Factors
 - Complete this section at the meeting
- Section 11: Least Restrictive Environment
 - Reasons for Current Placement
 - Related Services
- Section 12: Statewide and District Wide Testing
- Section 13: Meeting Participants
- Section 14: Signature Page
- Additional Paperwork for File
 - Who's Idea Is It – date sent
 - PR-01
 - EMIS
 - Current ETR
 - Current IEP
 - PR-01
 - SPF (when change of placement)
 - Progress Reports
 - Invitation
 - Excusal Form
 - Documentations of Attempts
 - Scholarship Notice