**IEP Self-Check**

Case Manager: Student Initials: Grade:

# Timelines

Date of previous IEP meeting: \_\_\_\_\_\_\_\_\_\_

Date of recent IEP meeting: \_\_\_\_\_\_\_\_\_\_

Date of most recent PWN: \_\_\_\_\_\_\_\_\_\_

Date of proposed start date for services: \_\_\_\_\_\_\_\_\_\_

Date of previous start date of services: \_\_\_\_\_\_\_\_\_\_

Was the annual IEP meeting held on or before the previous IEP meeting date?  yes  no

Is there 14 calendar days between the PWN date and the new IEP start date?  yes (If not, count 14 calendar days past the PWN date and enter that as the new start date before sending home.)

Is the new service start date on or before the previous service start date?  yes  no

# IEP Meeting

The meeting notice was sent home prior to the meeting being held.

Required team members were in attendance

(student if transition age or adult, parent/guardian, general education teacher, special ed teacher licensed in disability, special education teacher, district representative, resident district rep invited, and transition or other outside agencies with parent consent).

# IEP Front Page

All boxes are checked/sections completed

Progress reporting section: Statement of how and when progress reports will be completed

# PLAAFP

Includes information in the PLAAFP Template found on the HVED website

Transition is included if it is completed in the most current evaluation report

Listed team members who attended IEP meeting if virtual or Record of Team Meeting

# Goals/Objectives

Annual goals include a baseline and ending measurement that meet the needs that are listed in the most recent evaluation report

2 measureable objectives for each goal

# Service Page

Specific Responsibilities of Paraprofessional or Program Modifications checked

AT statement

ESY considered

If Yes, ESY service Page completed

PBSP/BIP is checked and completed if appropriate

Special Transportation Documented

LRE: Explanation matches the service grid, lists what the student will miss in the gen ed setting while receiving services

LRE: For Kindergarten Students must document number of instructional days and length of day

ECSE: Membership Hours in Community Preschool Placement

# Secondary Transition Pages 1 & 2

Transition is included in most recent evaluation

Measurable postsecondary goals use a “will” statement. After high school, student will …

Courses of study includes: previous years, current year, next year, are specific

Transition services pg. 2 is complete (must address the annual goals in Specialized Instruction)

Transfer of Rights if appropriate

# State and District-Wide Assessments

Accommodations on state and district-wide assessments that are provided on regular basis with explanation for state assessments

When taking an alternative assessment, a statement of why the child cannot participate in the regular assessment

Civic Assessment addressed for age appropriate

# Accommodations & Modifications

Each accommodation/modification includes a statement explaining what, when, where, and who (follow the red prompt on the page)

All sections completed on page

# PWN for IEP

No acronyms

All sections are complete and none are left blank

Under #1, an explanation of the changes made to the IEP