

## Does My IEP Have.....

Initial Each Line:

- At least 3-5 Strengths about the student
- Parent Concerns noted or state "Parents expressed no concerns at this time."
- Evaluation test results from School Psych under **General Intelligence** if this is an initial/reeval year
- I have **PEER COMPARISON** in **Academic/Comm/Social Emotional** sections (appropriate section for student)
- Frequency/Location/Duration** for ALL services, accommodations/modifications, and assistive technology
  - Frequency** - when this accommodation/modification will be effective. EX: all test, all quizzes, writing assignments longer than half page, reading text longer than 1 page, etc...
  - Location** - what class(es) this accommodation/modification will occur
  - Duration** - how long this accommodation/modification will be effective
- Goals** are measurable, use statement of what the student **will do**, contain 4 Benchmarks (the 4<sup>th</sup> will be the annual goal repeated), aligned with a KCCRS standard, contains a baseline, and tells how it will be measured
- Stated what **subject areas** the student will have accommodations on **District Assessments**
- Stated **General Assessment, General Assessment with accommodations, Alternate Assessment** has been chosen for state assessments
  - If **Alternate Assessment/DLM** it is stated why appropriate - Student should be 1<sup>st</sup> %tile or lower on standardized test (School Psych will have this information)
  - Accommodations/Modifications for all of the following assessments and used all year: Teacher test, Local, District and State Assessments match and are used all school year
- Special Education Services, written out, **MATCH** the Service Chart

## Notice of Meeting Has...

- Been **Completed in WebKIDSS**
- Date sent home
- Day, Time, Location (school and room)
- Purpose of meeting checked
- Printed 2 copies (1 to send home and 1 to keep for the meeting date for parents to sign)
- IF** there is not 10 day notice, Parents checked "Consent to waive 10 day notice" box AND signed the Notice of Meeting.
- \*\*\*KSDE does NOT want the Waiving to be a standard practice, districts have been dinged when percent of these become TOO HIGH\*\*\***

## Placement Form Has...

- Been **Completed in WebKIDSS**
- Date of meeting
- Parent/student address
- Reason for meeting marked
- Box "**C**" checked if any change in service and appropriate box underneath - Change in Service <25% or Material Change in Service >25% of the total school day
- Box "**D**" checked if any change in placement and appropriate box underneath - Change in Placement <25% or Material Change in Placement >25% of the total school day
- Box "**E**" when all services stay the same and only PLAFFP and goals are updated (Boxes A-D will not need to be checked). State under #1 - "Update annual Academic Performance/or appropriate areas) and annual goals to reflect the current demonstrated needs of the student."
- Parents checked "**Give Consent**" or "**Do Not Give Consent**" and signed

## Staffing Notes Contain...

- Been **Completed in WebKIDSS**
- Parent, LEA, General Education Teacher, Special Education Teacher, and other participants **NAMES**
- Box checked for: **Parent Rights Offered, Accepted/Declined**
- Notes typed in WebKIDSS
- Document **SAVED**
- Document **FILED**

**THIS MUST BE INCLUDED WITH ALL IEP MEETING PAPERWORK TURNED IN**

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Signature

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Date