

# IEP Training Note Taking Guide

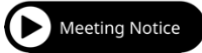
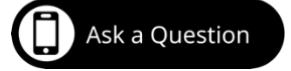
## March 14, 2022

### Scheduling Meetings

Meeting Notice:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Signatures: Only sign if \_\_\_\_\_



Word Bank:

- A. You attend
- B. Indicate Procedural Safeguards
- C. Permission to waive 8-day notice
- D. Performance Descriptors
- E. Be aware of notice date/IEP meeting date

Notes:

### Consideration of Factors

ESY: How is it determined \_\_\_\_\_

Part IV: Considerations-Behavior 1. \_\_\_\_\_ 2. \_\_\_\_\_



Word Bank:

- F. Included in Goals
- G. LRE Calculation
- H. Regression/Recoupment & critical skill
- I. Supported in Present Levels

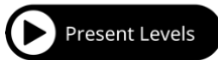
Notes:

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### Present Levels:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



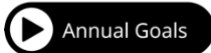
#### Word Bank:

- J. Grade Level Expectations
- K. Targeted Standards
- L. Articulate the present level of performance
- M. Evaluation Criteria
- N. Impact Statement

Notes:

### Annual Goals:

1. \_\_\_\_\_
2. \_\_\_\_\_



#### Word Bank:

- O. Are Achievable
- P. Do not copy and paste
- Q. Agency Representative

Notes:

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### Service Page:

Part A \_\_\_\_\_

Part B \_\_\_\_\_

Part C \_\_\_\_\_



Word Bank:

- R. Related Services
- S. Standard Type
- T. General Education
- U. Special Education

NOTES:

### Prior Written Notice:

1. \_\_\_\_\_

2. \_\_\_\_\_



Word Bank:

- V. Do not use N/A
- W. Do Not Leave Blanks
- X. Articulate the Gap

NOTES:

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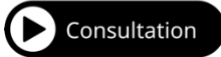
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### Case Management:

Consultation Logs:

What are the 4 things required in a consultation log?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



Word Bank:

- Y. Date
- Z. Topic Of Conversation
- AA. Extent Statement
- BB. Consulting Teacher
- CC. Time Range

NOTES:

### Alternate Standards



### Pk-12 Standards

