

Case Conference Worksheet

Student: _____ Date of conference: _____

To help with new Case Conference procedures, check off each item as it is discussed. Note changes here and amend the IEP on iStart at the conclusion of the conference. Send parents the finalized IEP within 10 days of the conclusion of the conference. Include this worksheet with the Finalized IEP when you turn it in to your Support Team.

____ Student information
____ Guardian Information
____ Changes:

____ Purposes of Case Conference
____ Additional purposes:

____ Evaluation Consideration
____ Evaluation option selected:
____ Reestablish eligibility for special education and related services. (You must fill out a Reevaluation Checklist)
____ Determine that the student is eligible for special education under a different or additional eligibility category. (You must fill out a Reevaluation Checklist)
____ Inform the student's case conference committee of the student's special education and related service needs. (You must fill out a Reevaluation Checklist)
____ There is no need for reevaluation information.
____ Evaluation Notes:

____ Concerns of the Parent:

____ Eligibility

____ Special Considerations
____ Limited English
____ Blind/Low Vision _____ Deaf/Hard of Hearing
____ Behavior Support Plan (If yes, an FBA/BIP must be developed)
____ Notes:

____ Outcomes
____ Graduation/Exit Date
____ Certificate or Diploma

____ Participation in Testing
____ Math
____ Language Arts
____ Science
____ Social Studies

____ Needs that will be addressed