

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