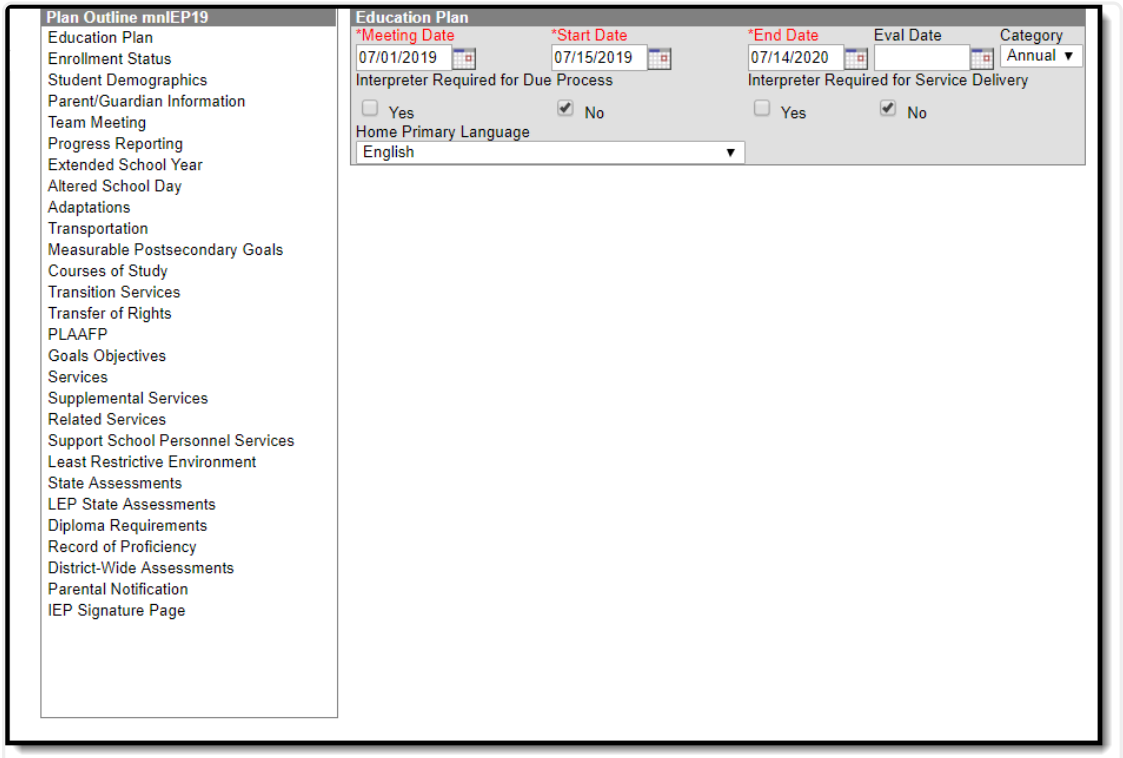
Individual Service Plan (Minnesota)

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Tool Search: Special Education Document

The editors available on the Individual Education Plan provide all information required by the State of Minnesota. Editors are listed below. Included in this document are instructions on entering data into Campus and references to state-defined guidelines.

The current format of this document is the **MN ISP 2023**. Plan formats are selected in Plan Types.



Minnesota ISP Editors

Individual Service Plan Editors

The following table lists the editors available on the student's Individual Service Plan, the section(s) of the print format that include the entered information, a Description of what the editor is used for and any special considerations and instructions for using the editor.

Fields that are included in any state reporting extract are required.

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
Education Plan	ISP Header information and Identifying Information	The Education Plan editor provides student summary information and lists the dates of the plan meetings.	This editor must be saved with the required fields before continuing to other areas of the plan. Start Date will auto-populate to be ten days after the Meeting Date. End Date will auto-populate to be one year minus one day from the Start Date.
Enrollment Status	Identifying Information, For Agency User Only Footer	The Enrollment Editor provides a snapshot of the student's enrollment data when the plan is generated.	Clicking **Get Special Ed Status from Enrollment** synchronizes the information in the editor with the most recent information from the student's Enrollments tool. District and School information does not populate automatically. When the plan is marked as Complete and is locked, Special Ed Status values will be updated in the enrollment based on the values selected in this editor. When establishing the Plan Types in System Administration, three Enrollment editors are available. Users should chose the editor that best meets their needs. The above logic describes the third editor, which is the most commonly used.

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
Student Demographics	Identifying Information	The Student Demographics editor populates basic information about the student such as demographic information and student and school address.	Clicking **Refresh Student Information** synchronizes the information in the editor with the most recent information about the student, from the Demographics, Households, Enrollments and School tools.
Parent/Guardian Demographics	Identifying Information	The Parent/Guardian Demographics Editor populates based on established student/guardian relationships created on the student's Relationships tool or indicated by the guardian checkbox on the Households tool. The editor includes Demographics) information for the student's guardian.	Clicking **Refresh Guardian Information** synchronizes information in the editor with the most recent information from the student's guardian's Demographics and Households tools.
Team Meeting	ISP Team	The Team Meeting editor lists who was in attendance at the last team meeting where decisions were made concerning the student's education plan.	Team members must be added in the Team Members tool before entering participants. In order for the meeting information to print, the Print in Plan checkbox must be marked.
Progress Reporting	Progress Reporting	The Progress Reporting editor lists when and how the student's goals will be reported to the parents.	This is a text editor. If available, use the Template Bank option to enter skeleton text and modify specific areas for student needs.

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
Extended School Year	Extended School Year	The Extended School Year editor lists whether the student is receiving services outside of normal school year dates.	If marked Yes, additional text needs to be entered or attached to the ISP in additional documents.
Altered School Day	Altered School Day	The Altered School Day editor indicates whether the student's school day has been altered.	If marked Yes, additional text needs to be entered or attached to the ISP in additional documents.
Adaptations	Adaptations in General and Special Education	The Adaptations editor lists any situations where the student has been given alternatives to learning based on behavior, learning ability, etc.	N/A
Transportation	Transportation	The Transportation editor is used to document any Transportation needs for the student.	This editor only prints if data is saved within the editor.
Measurable Postsecondary Goals	Transition Services - Measurable Postsecondary Goals	The Measurable Postsecondary Goals editor lists the goals the student has for education and training, employment and independent living.	N/A
Courses of Study	Transition Services - Courses of Study	The Courses of Study editor lists the school year, grade level and courses in which the student is enrolled.	N/A

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
Transition Services	Transition of Services - Transition Services	The Transition Services editor lists the service provided to the student, the activity and the agency providing the service in the areas of Instruction, Community Participation, Related Services, Employment and Adult Living objectives and Daily Living Skills.	N/A
Transfer of Rights	Transfer of Rights at Age of Majority	The Transfer of Rights editor lists the date the student was informed of his/her rights.	N/A
PLAAFP	Student Performance and Measurement of Progress	The PLAAFP editor lists the student's current performance information, the student's strengths and needs, parental concerns and any information provided by the student regarding interests and preferences.	N/A
Goals and Objectives	Measurable Annual Goals	The Goals and Objectives editor lists the student's goals and objectives for education and training, employment, recreation and leisure, home living skills and communication participation.	N/A

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
Services	Services and Modifications	The Assistive Technology Instruction editor indicates the service provided to the student, name of the provider, location and how many service hours the student receives.	Each service should be entered separately.
Supplemental Services	Supplementary Aids and Services	The Supplementary Aids and Services editor indicates the service provided to the student, name of the provider, location and how many service hours the student receives.	Each service should be entered separately.
Related Services	Related Services	The Related Services editor indicates the service provided to the student, name of the provider, location and how many service hours the student receives.	Each service should be entered separately.
Support School Personnel Services	Program Modifications and Supports for School Personnel	The Support School Personnel Services editor indicates the service provided to the student, name of the provider, location and how many service hours the student receives.	Each service should be entered separately.

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
Least Restrictive Environment	Least Restrictive Environment Explanation	The LRE editor lists the activities where the student is assimilated with general education students.	N/A
State Assessments	State Assessments for Accountability	The State Assessment editor lists the state assessments the student is planning on taking and whether the student will receive accommodations for these assessments.	This editor always prints.
LEP State Assessments	Limited English Proficiency State Assessments for English Language Proficiency Accountability	The LEP State Assessments editor lists the state assessments the students is planning to take to assess the student's proficiency in English.	N/A
Diploma Requirements	Diploma Requirements	The Diploma Required editor lists the assessments required for graduation and whether the student will be receiving accommodations for those assessments.	N/A
Record of Proficiency	Record or Status of Proficiency in Meeting Diploma Requirements	The Record of Proficiency editor lists the assessment, score and the date the student passed the assessment.	N/A

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
District-Wide Assessment Determination	District-Wide Assessments	The District-wide Assessment Determination editor indicates whether the assessments are administered at the grade level covered in the ISP.	If yes, the District-wide Assessments editor must be completed.
District-Wide Assessments	District-Wide Assessments	The District-wide Assessment editor lists the assessment and any accommodation the student receives for the assessment.	N/A
Parental Notification	Parental Notification of Alternate Assessment	The Parental Notification editor provides a statement indicating the student's achievement will be assessed using modifications.	N/A
ISP Signature Page	Public School ISP Signature Page	The ISP Signature Page editor indicates the parent was invited to participate in the ISP process.	N/A