Service Plan (Nevada) [.2223 - .2315]

Last Modified on 06/27/2023 2:40 pm CDT

> You are viewing a previous version of this article. See Service Plan (Nevada) for the most current information.

Service Plan | Student Demographics | Parent/Guardian Information | Meeting Participants | Present Levels (PLAAFP) | Strengths, Concerns, Interests, and Preferences | Goals and Objectives | Methods for Reporting Progress | Specially Designed Instruction | Supplementary Aids and Services | Related Services | Service Plan Implementation | Enrollment Status | Medicaid Consent | Print Example

Classic View: Student Information > Special Ed > General > Documents

Search Terms: Special Ed Document

The Service Plan for Private and Homeschool Students is used to document a student's plan for services related to their private or homeschool education. Editors and fields are listed below.

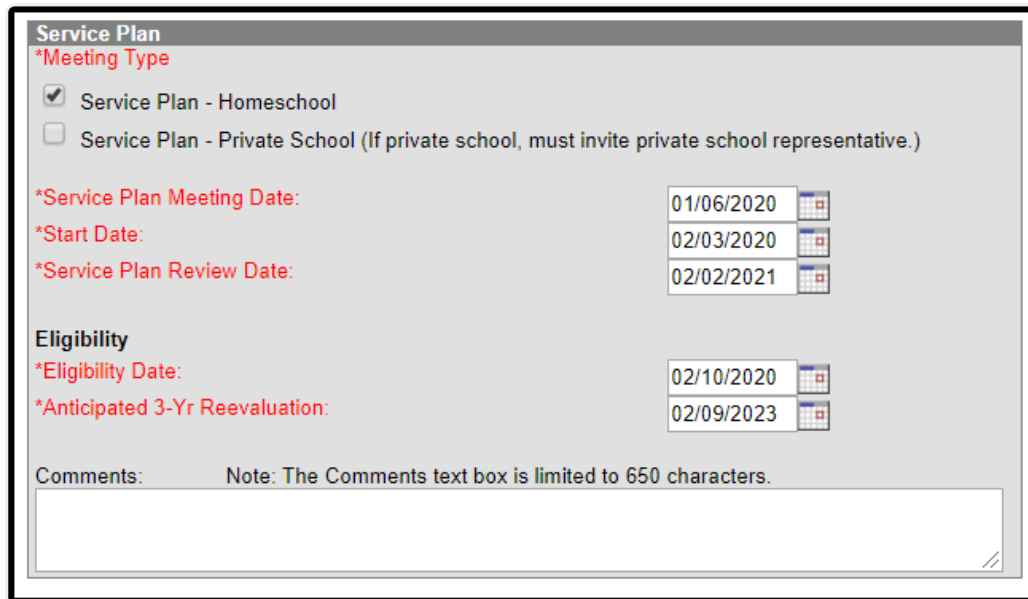> See the Nevada Department of Education website (http://www.doe.nv.gov) for data standards and guidelines for entering data into the Service Plan.

> The current for this document is **Service Plan 2022**. Print formats are selected in Plan Types.

Image 1: Service Plan editors

Service Plan

The Service Plan editor stores plan information as well as related dates.

Image 2: Service Plan editor

▶ Click here to expand...

Field Name	Description
Meeting Type *Required*	Indicates the purpose of the meeting. The purpose for the meeting should correspond to the purpose set forth in the written notice of the plan meeting. Options include: • Service Plan - Homeschool • Service Plan - Private School Only one (1) meeting type can be selected.
Service Plan Meeting Date *Required*	The date of the meeting.
Start Date *Required*	The date on which the plan will begin.
Service Plan Review Date *Required*	The date of the plan review. This field calculates to be 1 year minus 1 day from the Start Date.

Field Name	Description
Eligibility Date *Required*	The eligibility date of the most recent eligibility determination. This date pulls from the Evaluation Date field on the most recent Evaluation, if applicable.
Anticipated 3-Yr Reevaluation *Required*	The anticipated date of the reevaluation 3 years from the most recent eligibility determination. This date is calculated based on the Evaluation Date field on the most recent Evaluation, if applicable.
Comments	The Comment field is used to record any additional information related to the plan, i.e. the meeting was conducted via phone, the parents could not attend etc. This field is limited to 650 characters.

Student Demographics

The Student Demographics editor populates information about the student such as demographic data, address and school information.

Clicking **Refresh Student Information** synchronizes information in the editor with the most recent information entered for the student from the Demographics, Households, Enrollments and School tabs.

Image 3: Student Demographics editor

▶ Click here to expand...

Field Name	Description	Database Location (when Refresh Student Information is clicked)	Campus Location
Last Name	The student's last name.	identity.lastName	Census > People > Demographics > Last Name
First Name	The student's first name.	identity.firstName	Census > People > Demographics > First Name
Middle Name	The student's middle name.	identity.middleName	Census > People > Demographics > Middle Name
Suffix	The student's suffix.	identity.suffix	Census > People > Demographics > Suffix Name
Gender	The student's gender.	identity.gender	Census > People > Demographics > Gender

Field Name	Description	Database Location (when Refresh Student Information is clicked)	Campus Location
Birthdate	The student's birthdate.	identity.birthDate	Census > People > Demographics > Birth Date
Student Address	The student's address.	address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip	Census > Households > Address Info
Race, Ethnicity (state)	The student's state designated race/ethnicity.	identity.raceEthnicity	Census > People > Demographics > Race/Ethnicity > Race/Ethnicity
Federal Student Ethnicity Code	The student's federal designated ethnicity code.	identity.federalRaces	Census > People > Demographics > Race/Ethnicity > Federal Designation
Race(s)	The student's race(s).	identity.raceEthnicity1-5	Census > People > Demographics > Race/Ethnicity > Race(s)
Student Primary Language	The student's home primary language.	identity.homePrimaryLanguage	Census > People > Demographics > First Language
LEP Status	The student's LEP status.	identity.learnerCategory	Student Information > Program Participation > English Learners (EL) > EL > Program Status
School Name	The student's assigned school name.	school.name	System Administration > Resources > School > School > School Detail > Name

Field Name	Description	Database Location (when Refresh Student Information is clicked)	Campus Location
Private School Number	The number of the school.	school.number	System Administration > Resources > School > School > School Detail > State School Number
Address	The address of the school.	school.address; school.city; school.state; school.zip	System Administration > Resources > School > School > School Detail > Address
Telephone	The telephone number of the school.	school.phone	System Administration > Resources > School > School > School Detail > Phone
Zoned School	The zoned within which the school is zoned. If applicable, this defaults from the Household Zoned School tab.	planstudent.zonedSchool	N/A
Other Zoned School	This option is only available when Other is selected on the Zoned School field.	planstudent.otherZonedSchool	N/A
Emergency Contact Name	A text field used to enter an emergency contact for the student.	N/A	N/A
Emergency Contact Number	A text field used to enter the phone number for an emergency contact for the student.	N/A	N/A

Field Name	Description	Database Location (when Refresh Student Information is clicked)	Campus Location
Student Number	The student's ID number.	identity.studentNumber	Student Information > General > Summary > Student Number
Grade	The student's grade.	enrollment.grade	Enrollments > Grade
SUID	The student's state ID.	person.stateID	Census > People > Demographics > State ID

Parent/Guardian Information

The Parent/Guardian Information editor populates based on the established student/guardian relationships created on the student's Relationships tab or indicated by the guardian checkbox on the Households tab. The editor includes Demographics information for the student's guardian.

This editor is not editable. Clicking **Refresh Guardian Information** synchronizes information in the editor with the most recent information from the student's guardian's Demographics and Households tabs.

Image 4: Parent/Guardian Information editor

▶ Click here to expand...

Field Name	Description	Database Location (when Refresh Guardian Information is clicked)	Campus Location
Guardian	The relationship between the student and guardian.	planGuardian.relationship	Census > People > Relationships > Relationships
Name	The full name of the guardian.	identity.lastName; identity.firstName; identity.middleName; identity.suffix	Census > People > Demographics > Last Name; First Name; Middle Name; Suffix

Field Name	Description	Database Location (when Refresh Guardian Information is clicked)	Campus Location
Home Phone	The home phone number of the guardian.	contact.homePhone	Census > People > Households > Household Phone & Address(es) > Phone
Work Phone	The work phone number of the guardian.	contact.workPhone	Census > People > Demographics > Personal Contact Information > Work Phone
Cell Phone	The cell phone number of the guardian.	contact.cellPhone	Census > People > Demographics > Personal Contact Information > Cell Phone
Email	The email address of the guardian.	contact.email	Census > People > Demographics > Personal Contact Information > Email
Primary Language Spoken at Home	The language spoken at the guardian's home.	identity.homePrimaryLanguage	Census > People > Demographics > Person Information > Home Language
Address	The address of the guardian's home.	address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip	Census > Households > Address Info

Meeting Participants

The Meeting Participants editor is used to record team meetings and participants for the student.

The required roles of Parent/Guardian/Surrogate, LEA Representative, Special Education Teacher, and Regular Education Teacher must be entered before this editor can be saved, if the student is over the age of 14.

Image 5: Meeting Participants editor

▶ Click here to expand...

Field Name	Descriptions
Meeting Participants Editor	
Print In Plan	This checkbox is used to mark if this information should print in the student's plan. This is marked by default. Only one team meeting can be marked as Print in Plan = Yes.
Meeting Date	The day of the team meeting.
Meeting Description	Any information regarding the meeting can be entered into the Meeting Description text box.
Meeting Participants Attendance Editor	
Link to Team Member	Any team member linked to the student's Team Members tab displays in the Link to Team Member dropdown. See the Team Members document for information on how to enter individual's information into this tool.
Last Name	The team member's last name.

Field Name	Descriptions
First Name	The team member's first name.
Role	The role of this team member. Values in this dropdown are based on a locked list of roles in the Attribute/Dictionary. The required roles of Parent/Guardian/Surrogate, LEA Representative, Special Education Teacher, and Regular Education Teacher must be entered before this editor can be saved. If the Title field on the Team Member tab matches the name? the role defaults in this editor.
Role (blank field)	The role of the team member (manually entered). This text field is only available if one of the three "Other" options is selected in the Role dropdown.
Attended	Indicates the person was present at the meeting. This determines which participants print on the plan.
Invited	Indicates the person was invited to the meeting.
Add new team participant	This button is used to enter additional team members' information into this editor.

Present Levels (PLAAFP)

The Present Levels (PLAAFP) editor includes the student's present levels of academic achievement and functional performance, including the assessment conducted to determine level, resulting skills determined, and needs identified.

Image 6: Present Levels (PLAAFP) editor

▶ Click here to expand...

Field Name	Description
Sequence # *Required*	The sequence in which the PLAAFP records display in the editor and on the printed version of the plan.
Assessment Conducted *Required*	The name of the assessment that provided pertinent information for the development of the plan. This could include formal or informal methods, classroom observations, student work samples, teacher-created or other achievement tests, recent evaluations, behavior rating scales, performance data from regular education teachers, parental input, etc.
Assessment Results *Required*	The results of the assessment corresponding to the assessment conducted.
Effect on student's involvement and progress in general education... *Required*	A text field used to describe the effect of the assessment results on the student's involvement and progress in general education curriculum. For early childhood students, this field is used to describe the impact of the assessment results on the involvement in student's developmental activities.

Strengths, Concerns, Interests, and Preferences

The Strengths, Concerns, Interests, and Preferences editor records observed student strengths, the parents' educational concerns, the student's preferences and interests, and how these preferences and interest were considered. T he Strengths, Concerns, Interests, and Preferences editor displays on the Strengths, Concerns, Interests, and Preferences section of the printed plan.
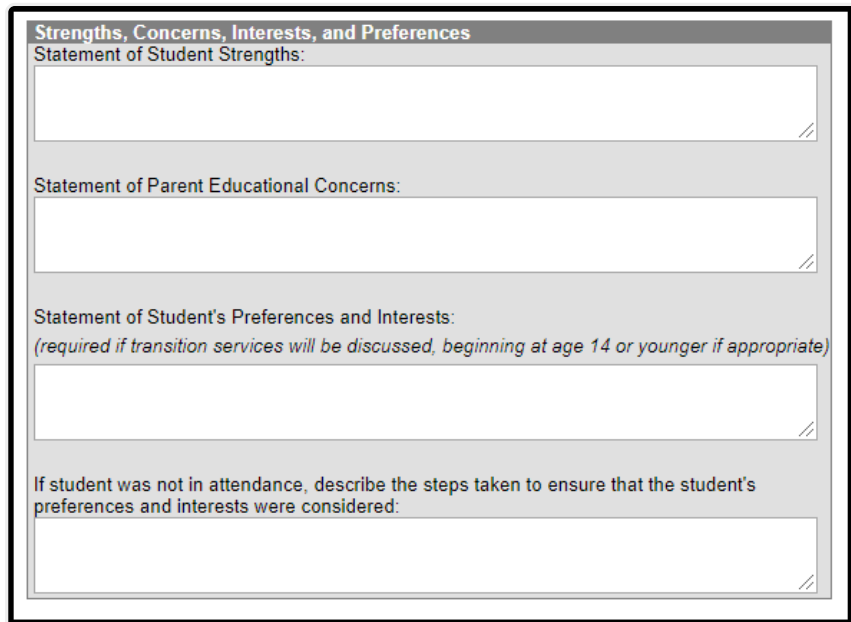

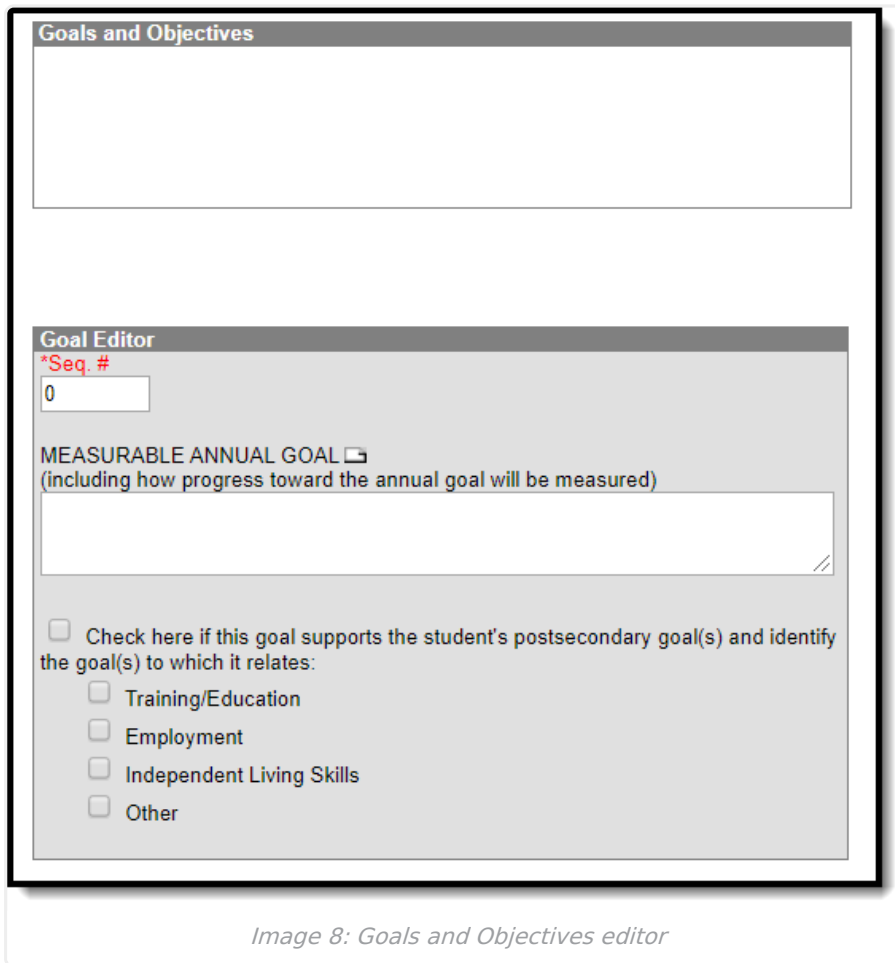*Image 7: Strengths, Concerns, Interests, and Preferences editor*

▸ Click here to expand...

Field Name	Description
Statement of Student Strengths	A text box used to describe the student's strengths to capture information that can be utilized in developing goals and objectives.
Statement of Parent Educational Concerns	A text box used to describe the parent's concerns regarding the student's education.
Statement of Student's Preferences and Interests	A text box used to describe the student's preferences and interests if transition services are discussed.
If student was not in attendance, describe the steps taken to ensure that the student's preferences and interests were considered	A text box used to describe the steps taken to ensure that the student's preferences and interests were considered at the meeting.

Goals and Objectives

The Goals and Objectives editor describes annual goals set for the student as well as how that goal will be measured and whether the goal relates to an existing post-secondary goal or an Extended School Year program.

Image 8: Goals and Objectives editor

▶ Click here to expand...

Field Name	Description
Sequence *Required*	The sequence in which the goals will display in the goals and objectives editor and the printed plan.
Measurable Annual Goal	A text field used to describe the student's measurable annual goals and how progress toward the annual goal will be measured. Template Banks (the white paper icon) can be used to prepopulate this field with goals established in System Administration.
Check here if this goal supports the student's postsecondary goal(s)...	This checkbox is used to designate that the goal related to one of the student's postsecondary goals. The second set of checkboxes is used to specify to which area, Training/Education, Employment, Independent Living Skills, or Other, the goal pertains.

Each goal added must include either a benchmark or short term objective(s). Objectives can be added after a goal is saved, and then by clicking **New Plan Objective** in the action bar.
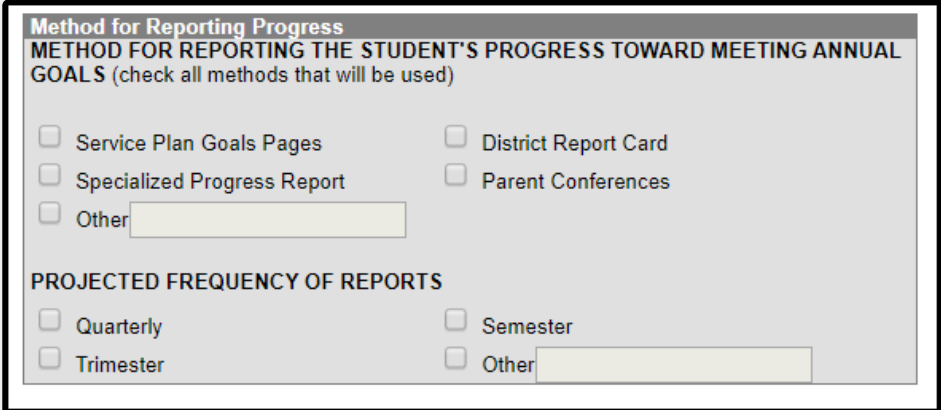
Image 9: Objectives editor
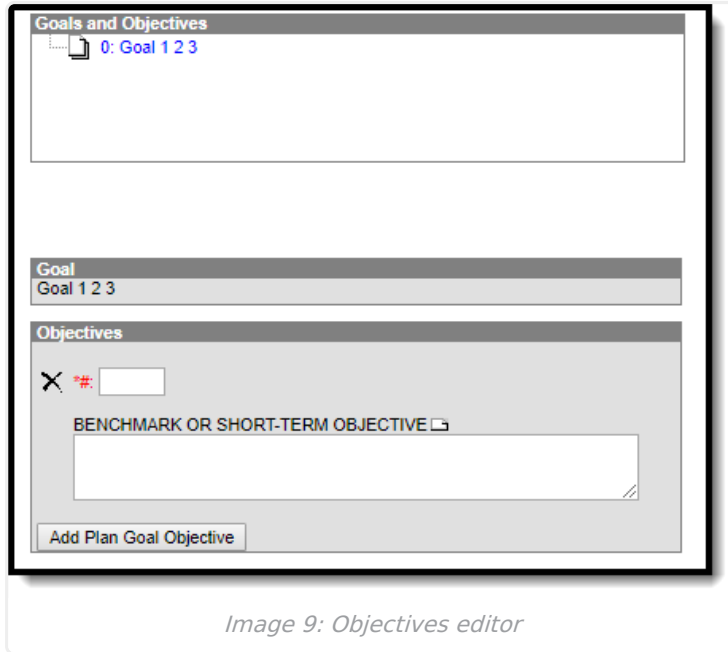
▶ Click here to expand...

Field Name	Description
Sequence *Required*	The sequence in which the objective will display in the goals and objectives editor and the printed plan.
Benchmark or Short-Term Objective	A benchmark or short-term objective is used to gauge the student is progressing toward achieving the annual goal.

Methods for Reporting Progress

The Method for Reporting Progress editor describes the document(s) that will be used to report student progress and how often that document will be produced.

Image 10: Methods for Reporting Progress editor

▶ Click here to expand...

Field Name	Description
Method for Reporting the Student's Progress Toward Meeting Annual Goals	This section is used to mark all the options used to report the student's progress toward meeting their annual goals to the student's parents. All options that apply should be marked. Options include: • Service Plan Goals Pages • District Report Card • Specialized Progress Report • Parent Conferences • Other
Projected Frequency of Reports	This section is used to mark how frequently reports will be made in measuring the student's progress towards their annual goals. Options include: • Quarterly • Semester • Trimester • Other

Specially Designed Instruction

The Specially Designed Instruction editor lists services provided to the student in a Special Education setting.

Image 11: Specially Designed Instruction editor

▶ Click here to expand...

Field Name	Description
Sequence	The sort order in which the Services display both in the UI and on the print format.
Services *Required*	A text field used to describe the special ed services being provided to the student in the areas for which annual goals have been written.
Location of Service *Required*	A text field used to describe the location where the student will receive services.
Start Date *Required*	The start date of the service.
End Date *Required*	The end date of the service.
Service Minutes *Required*	The number of service minutes that corresponds with the frequency of the services that will be provided.

Field Name	Description
Frequency *Required*	The frequency of service to be provided for the student.

Supplementary Aids and Services

The Supplementary Aids and Services editor lists the accommodations and modifications made to assist the student in participating in regular education. The Supplementary Aids and Services editor displays on the Supplementary Aids and Services area on the printed plan.
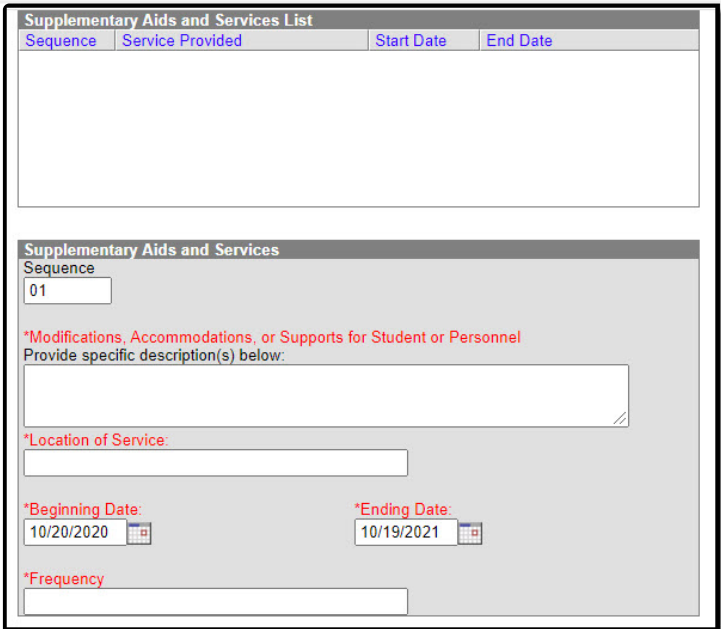

Image 12: Supplementary Aids and Services editor

▶ Click here to expand...

Field Name	Description
Sequence	The sort order in which the Supplementary Aids display both in the UI and on the print format.
Modifications, Accommodations, or Supports for Student or Personnel *Required*	A text field used to describe the modifications, accommodations, or supports being provided to the student or personnel.
Location of Services *Required*	A text filed used to describe the location where the services will be provided.

Field Name	Description
Beginning Date *Required*	The start date of the services. This field auto-populates from the Start Date field Service Plan editor, but it can be modified as needed.
Ending Date *Required*	The end date of the services. This field auto-populates from the Service Plan Review Date field on the Service Plan editor, but it can be modified as needed.
Frequency *Required*	A text filed used to describe the frequency of the service.

Related Services

The Related Services editor lists developmental, corrective or other supportive services required to assist the student with a disability.

Image 13: Related Services editor

▶ Click here to expand...

> Service options are based on a hard-coded list but additional options can be added in the [Services](#) tool.

Field Name	Description
Sequence	The sort order in which the Services display both in the UI and on the print format.
Service *Required*	A dropdown used to select the related special ed service being provided to the student.
Service Type *Required*	A dropdown used to select the type of service being provided to the student.
Service Type Description	A text field used to provide additional details concerning the service type selected.
Location of Service *Required*	A text field used to describe the location where the student will receive services.
Start Date *Required*	The start date of the service. This field auto-populates from the Start Date field on the Service Plan editor, but it can be modified as needed.
End Date *Required*	The end date of the service. This field auto-populates from the End Date field on the Service Plan editor, but it can be modified as needed.
Service Minutes *Required*	The number of service minutes that correspond with the frequency of the services that will be provided.
Frequency *Required*	The frequency of service to be provided for the student.

Service Plan Implementation

The Service Plan Implementation editor is used to document the parent/guardian's consent and understanding of the service plan.

Image 14: SP Implementation editor

▶ Click here to expand...

Field Name	Description
I understand that my child is eligible to receive services under a Service Plan but I am declining all services, including those offered under a Service Plan.	A checkbox indicating the parent is declining services.
I understand that the IEP contains more services than identified above but I have chosen to enroll my child in a private school or homeschool setting, therefore, only the services outlined above will be provided through the Service Plan. I am agreeing to the services outlined in the Service Plan above.	A checkbox indicating the parent agrees to the services outlined in the Service Plan.
A copy of this Service Plan was provided to the student's parent on:	The date a copy of the Service Plan was provided to the parent/guardian.
Name	The name of the person who provided the student's parent/guardian with a copy of the Service Plan.

Field Name	Description
Title	The title of the person who provided the student's parent/guardian with a copy of the Service Plan.

Enrollment Status

The Enrollment Status editor stores basic information about the student's participation in special education, including disability, status, and setting.

> Any information saved in this editor will overwrite the special ed values on the student's Enrollment record.

Image 15: Enrollment Status editor

▶ Click here to expand...

Field Name	Description
State ID	The student's state ID. This field is pulled from the Enrollment tab and cannot be modified.
Primary Disability *Required*	The student's primary disability.
Secondary Disability	The student's secondary disability.
Special Ed Status *Required*	The student's special ed status.
Special Ed Setting *Required*	The student's special ed educational environment.
Resident District	The student's district of residence. This field is pulled from the Enrollment tab and cannot be modified.

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Medicaid Consent

The Medicaid Consent editor is used to document the parent/guardian's consent for the district to disclose the student's information in regards to seeking Medicaid funding.

Image 16: Medicaid Consent Editor

▸ Click here to expand...

Field Name	Description
Print in Plan	This checkbox will print this editor in the plan. The default is unmarked.
Yes/No	The Yes/No checkboxes are used to indicate the parent/guardian's consent.
Name	The name of the parent/guardian.
Signature	The signature of the parent/guardian.
Date	The date the parent/guardian consented.

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Print Example

Click the **Print** button on the to generate a PDF of the student's service plan.

Service Plan for Private and Homeschool Students

INFORMATION

STUDENT/PARENT INFORMATION

Student _____Student,Aylin Jimenez_____ Sex ___F___ Birthdate _04/19/2002_ Grade __12__ Student # ___606082___

Student Primary Language ____spa -Spanish____ LEP Status: _____ Exited LEP

Address _____ Student Phone _____

Federal Placement Code: ___SPED in Residential Facility (ages 3-5)___ Federal Student Ethnicity Code: __1: Hispanic/Latino__

Emergency Contact/Phone Number _____

Current School _____502 : George Whittell High School_____

Zoned School _____

Parent/Guardian/Surrogate _____Gabriel Aguilar (Father)_____

Parent Phone (Home) _____ (Work) _____ Cell _____

Email _____ Primary Language Spoken at Home _____

Parent/Guardian/Surrogate _____Flor Jimenez (Mother)_____

Parent Phone (Home) _____ (Work) _____ Cell _____

Email _____ Primary Language Spoken at Home _____

ELIGIBILITY CATEGORY

☐ Autism Spectrum Disorder	☐ Deaf/Blind	☐ Developmental Delay
☐ Emotional Disturbance	☒S Health Impairment	☐ Hearing Impairment/Deaf
☐ Intellectual Disability	☒P Multiple Impairments	☐ Orthopedic Impairment
☐ Specific Learning Disability	☐ Speech/Language Impairment	☐ Traumatic Brain Injury
☐ Visual Impairment/Blind		

ELIGIBILITY DATE ___10/17/2019___ ANTICIPATED 3-YR REEVALUATION ___10/16/2022___

MEETING INFORMATION

PURPOSE OF MEETING

☒ Service Plan - Homeschool

☐ Service Plan - Private School

SERVICE PLAN MEETING DATE ___10/17/2019___ START DATE ___10/17/2019___ SERVICE PLAN REVIEW DATE ___10/16/2020___

COMMENTS

Image 15: Example of Printed Service Plan PDF

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