

Individual Education Plan Editors

The following table lists the editors available on the student's Individual Education 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.

Editor	Description	Special Considerations and Instructions
IEP Overview	The IEP Overview editor includes general meeting and screening information and lists the dates associated with the plan, such as dates the plan is active.	This editor must be saved before continuing to other areas of the plan. The End Date field auto-populates to one year from the Start Date entered.
Student Demographics	The Student Demographics editor populates basic information about the student such as demographic data, address and school information.	Click Refresh Student Information to synchronize information in the editor with the most recent information entered for the student from the Demographics , Households , Enrollments and School tools.
Parent/Guardian Demographics	The Parent/Guardian Demographics editor populates based on the 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.	Click Refresh Guardian Information to synchronize information in the editor with the most recent information from the student's guardian's Demographics and Households tools.
PLAAFP	The Present Level of Academic Achievement and Function (PLAAFP) editor provides a summary of the student's current achievement in school. This editor includes areas for parent and student input and a description of various kinds of assistance the student could be receiving.	N/A

Editor	Description	Special Considerations and Instructions
Measurable Annual Goals	The Measurable Annual Goals editor lists measurable goals designed to improve the student's progress in general education and how accomplishing those goals is tracked and determined.	Template Banks are established in System Administration and available by clicking the white paper icon where it appears.
Transition Activities/Strategies <i>IEP with Transition Only</i>	The Transition Activities/Strategies editor identifies specific post secondary transition services provided to the student in various areas and strategies designed to improve the student's post secondary success.	N/A
Needed Transition Services <i>IEP with Transition Only</i>	The Needed Transition Services editor is used to document statement(s) of the student's needed transition services	Only active Services with a Type of <i>Transition</i> can be included in this editor. Services , Service Providers and Service Positions are established in System Administration.
Course of Study	The Course of Study editor lists the courses the student will need to complete to meet the established post secondary goals.	Template Banks are established in System Administration and available by clicking the white paper icon next to the Course of Study area.
Transfer of Rights	The Transfer of Rights editor to document the date the student will reach the age of majority.	N/A
ESY Information	The Extended School Year (ESY) Information editor is used to document information about the student regarding services beyond the standard school time, such as beyond school hours or during breaks.	N/A

Editor	Description	Special Considerations and Instructions
ESY Determination	The Extended School Year (ESY) Determination editor indicates the team's decision regarding if the student requires services beyond the standard school time, such as beyond school hours or during breaks.	N/A
Notification of Progress	The Notification of Progress editor to document the method and frequency in which the student's progress will be reported to the student's parent(s)/guardian(s).	Template Banks are established in System Administration and available by clicking the white paper icon next to the Course of Study area.
School-Wide Assessments	The School-Wide Assessments editor reviews the IEP team's decision on how the student will be tested to meet state guidelines. Details of accommodations and how the student will be assessed are also documented.	N/A
Special Education Services	The Special Education Services editor lists services provided to the student in a Special Education setting.	Only active Services with a Type of <i>Normal Service</i> can be included in this editor. Services , Service Providers and Service Positions are established in System Administration.
Related Services	The Related Services editor lists developmental, corrective or other supportive services required to assist the student with a disability.	Only active Services with a Type of <i>Related</i> can be included in this editor. Services , Service Providers and Service Positions are established in System Administration.
Supplementary Services	The Supplementary Services editor lists additional supports provided to the student, such as consultations.	Only active Services with a Type of <i>Supplementary</i> can be included in this editor. Services , Service Providers and Service Positions are established in System Administration.

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Enrollment Status	The Enrollment Status editor provides a snapshot of the student's enrollment data.	Click Get Disability from Evaluation to synchronize the information in the editor with the most recent information from the student's Evaluation.
Potential Harmful Effects	The Potential Harmful Effects editor is used to document any potentially harmful effect(s) the placement selected would have on the student and the quality of the services the student receives.	N/A
LRE	The Least Restrictive Environment (LRE) editor records information related to the student's placement and interaction with non-disabled peers.	N/A
Impact Statement	The Impact Statement editor is used to document a statement of how the student's disability affects the student's involvement and progress in the general education curriculum	Template Banks are established in System Administration and available by clicking the white paper icon where it appears.
Accommodations & Modifications	The Accommodations & Modifications editor identifies the changes made in the way materials are presented or in the way the student demonstrates learning.	Template Banks are established in System Administration and available by clicking the white paper icon where it appears.
Special Factors	The Special Factors editor lists any additional factors related to the student's special education needs.	N/A

Editor	Description	Special Considerations and Instructions
Discipline	The Discipline editor is used to indicate if the student will follow the school-wide discipline plan or if the student requires the modifications described in this IEP under the annual goals and/or instructional accommodations.	N/A
Assistive Technology	The Assistive Technology editor identifies assistive technology provided to the student, such as hearing amplification or braille readers.	N/A
Hearing Aid Maintenance	The Hearing Aid Maintenance editor is used to document the need to have personnel to maintain hearing aids used by students.	N/A
Health Information	The Health Information editor is used to document if the student receives any regular medication or has any significant health conditions.	Template Banks are established in System Administration and available by clicking the white paper icon where it appears.
IEP Meeting Invitation	The IEP Meeting Invitation editor is used to document attempts made to invite the IEP Team to a meeting.	Each record prints on its own page.
Team Meeting	The Team Meeting editor lists the team meetings held by the IEP Team regarding the student.	Before team meetings can be added, the student must have team members added on the Team Members tool.
Meeting Notes	The Meeting Notes editor is used to document the notes from the meeting.	Each record prints on its own page.
Prior Written Notice	The Prior Written Notice editor provides a space for descriptions and explanations related to proposed or refused actions for a student.	This editor prints by default. Each record prints on its own page.

Previous Versions

[Individual Education Plan \(BIE\) \[.2251 and previous\]](#)
