

Annual IEP Checklist—Related Service

Student: _____ Grade: _____ Teacher: _____

- IEP Meeting—Date/Time: _____@_____
- E-mail/meet with teacher for communication skills present level
- Enter information into the IEP
 - Present level
 - Goals
 - Services minutes
- Release of Information
 - _____
 - _____
- Send Releases (if needed)
 - _____
 - _____
- Update data sheet
- Update goal card