

Special Education Data Sheets checklist:

1. Student home address.
 - a. Physical address is needed.
 - b. Did it change since the last month? If so, you need to change the start date to show when the student moved.
2. Resident district
 - a. Physical address is needed.
 - b. Did it change since the last month? If so, you need to change the start date to show when the student moved.
3. Primary disability
 - a. Did it change since last month? If so, you need to change the start date to show when the new disability changed. This must match the dates on the service grid in the IEP.
4. Federal setting
 - a. Did it change since last month? Did you confirm the minutes on the federal setting worksheet listed on the website?
 - b. If the setting changed, you need to change the start date to show when the new level of services will start. This needs to match the date on the service grid in the IEP.
5. Transportation code
 - a. Did it change since the last month?
 - b. Is the change reflected in the IEP?
 - c. If wanting special transportation, did you invite Denise to the meeting? Is it necessary due to the student's disability? If so, you need to change the start date on the data sheet to reflect the date the transportation changed.
6. Ethnicity
 - a. This needs to be filled out on all students, especially new referrals.
7. Status start
 - a. This needs to be updated when any of these items change. IF you run across a situation that is not listed here, email Amy. awylde@smec.k12.mn.us
 - i. Home address
 - ii. Primary disability
 - iii. Federal setting
 - iv. Transportation code
 - v. Foster care placement
 - vi. Care and treatment placement
8. Status end
 - a. This only needs to be filled in if:
 - i. Student moves out of district
 - ii. Student's IEP is terminated for any reason
9. Social Services placement
 - a. Fill in with the date of starting foster care if parents still have rights
10. Court Placement
 - a. Fill in with the date parent's rights have been terminated
11. Special pupils for care and treatment
 - a. Fill in if a student leaves the public school for treatment.