Initial Eligibility Checklist

Student: _____ ID: _____ Date of Meeting: _____

Case Manager: _____

Invitation Includes:

☐ Parent   ☐ Gen Ed Teacher   ☐ Special Ed Teacher

☐ Student (when appropriate)   ☐ Related Service Providers (as appropriate)

Eligibility determination:

☐ Eligibility checklist has been completed using data from the most current CST Evaluations

If student is eligible:

☐ 2017-2018 IEP has been updated with current information

☐ New 2017-2018 IEP has been finalized

Frontline IEP Process Tracking:

☐ Eligibility Meeting is logged in process tracking

☐ Consent to implement is logged in process tracking

Document Repository:

☐ Meeting notes uploaded into document repository

☐ Participation pages uploaded to document repository

SEMI Documentation:

☐ Meeting has been logged in Easy Trac (does not pertain to LDTCs)

Additional:

☐ Parent was provided with PRISE

☐ Parent was provided with a copy of the Code