Meeting Date:

Chair-

Special Education Teacher-

Regular Education Teacher-

School Psychologist-

Speech Pathologist-

Occupational Therapist-

Physical Therapist-

Nurse-

Transportation-

Job Coach-

Special Education Secretary-

Student-

Parent-

(Note not all members may be needed…Every ARC must have Reg. Ed., Special Ed., Chair, Parent, and Student)

(If someone was invited to the meeting and will have to be excused fill out excusal form and document in the minutes.)

Meeting notice and parent rights were mailed and offered in the meeting. Parent either accepted or declined additional copy. Introductions were made.

(If meeting is scheduled without seven days notice) Parent has agreed to the date and time of the meeting.

(If parent is participating by phone) Parent is participating by phone and all paperwork will be sent home to be signed and returned.

(If parent did not attend meeting can be held without if two notice have been completed.) Two notices were completed. Parent was called and was not available. Meeting was held and paperwork will be sent home to be signed and returned.

(If Revaluation or Initial) School Psychologist reviewed \_\_\_\_\_\_\_\_\_\_\_ most recent evaluation with the committee. Please see multidisciplinary report for specifics.

(copy and paste summary from eligibility)

(Each related service will provide update and progress and should be included: Speech, OT, PT, nurse, transportation. If student is receiving related services and they receive Medicaid this must be noted. )

(Job Coach will also give report, but is not considered a related service)

(Special Ed. Teacher) reviewed progress monitoring and data analysis with the committee. (Make sure to document progress and growth) Please see data analysis and graphs for specifics.

Proposed IEP was reviewed. (student) plans to … after high school. (If student is FMD there will be two goals for this section rather than one.) ILP, Multi Year Course of Study and Career Match Maker were discussed.

Transfer of rights at age of majority was discussed. (if applicable)

Goals will …

Based on previous data student will receive (list accommodations)

(If student participates in alternate assessment this should be documented and which A or B)

(student) will be in (collaborative/resource setting) for (student may be in all regular education classes.)

Specially designed instruction will be…

(If student is in the phase system) Committee discussed the phase system. (student) will be in a very restrictive setting upon entering the program. Student can gain or earn privileges based on meeting academic and behavioral expectations per the five levels of the program. Committee agreed that they will not reconvene for student transitions between the various phases unless student has achieved phase five in which we would consider limited placement in general education classes.

Extended school year services…(are either not needed, more data needed, or need)

Outside agencies…(if referring to OVR or some other outside agency it should be documented and appropriate forms filled out)

(if student is graduating) (special ed. teacher) will provide (student) with a copy of his/her summary of academic achievements prior to graduation. It was also advised that student will not need assistance at graduation. (if student needs accommodations during graduation please list them here.) Committee discussed file retention policy and form was signed. It was also discussed that the school will be contacting graduates one year after they complete high school to follow up and see how they are doing. They may get multiple follow up calls depending on programing they participate in.

(Chair) discussed the process of nontraditional instruction days. These days were formerly known as snow learning days. On NTI days students will not receive specially designed instruction. However, they will receive individualized work to address specific needs. It was also discussed that there will be no related services on these days, but they will be made up upon the return to school except for special transportation. It was also discussed that there may be a possibility that transportation could be restricted if the Board of Education feels that students safety is an issue due to inclement weather.

All members agree with the minutes and a copy of all paperwork including Medicaid annual notice will be sent home.

Submitted By: