Enter District Name Here

**Nonprogrammatic IEP Changes**

|  |  |  |  |
| --- | --- | --- | --- |
| **Student’s Full Name:** |  | **SSID:** |  |
| **Date of Birth:** |  | **Date of ARC:** |  |
| **School:** |  | | |
| **Case Manager:** |  | **Date of Change:** |  |

**Minor, nonprogrammatic changes may include typographical errors, incorrect directory information about the student (such as, birthdate, age, grade, address, or school), and other information required on the IEP that was agreed upon by the ARC but incorrectly recorded. [707 KAR 1:320 Section 2 (2)]**

**Prior to making any minor, nonprogrammatic change(s) to an IEP without an ARC, the Case Manager shall discuss the proposed change with the ARC Chairperson. If a change is made to an IEP, all members of the ARC shall be given a copy of the change, an explanation as to why the change was made, and all ARC members must be notified within ten school days of the change.**

**If any member of the ARC objects to the change, an ARC meeting shall be convened within a reasonable period of time to discuss the change.**

|  |  |  |
| --- | --- | --- |
| **Description of Change(s) to IEP:** | | |
| **Reason for Change(s):** | | |
| typographical error | incorrect directory information | information required on the IEP that was agreed upon by the ARC but incorrectly recorded |

|  |  |  |  |
| --- | --- | --- | --- |
| **ARC Team Members (Role)** | **Typed Name** | **Notification of Change(s)** | |
|  |  | **Date** | **Method** |
| District Representative |  |  |  |
| Child’s Teacher |  |  |  |
| Special Education Teacher/Consultant |  |  |  |
| Other, Specify: |  |  |  |
| Other, Specify: |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Documentation of Change(s) to the IEP** | | | |
| Person Making Change(s) to IEP | Title | Signature | Date |
|  |  |  |  |
| ARC Chairperson | Title | Signature | Date |
|  |  |  |  |