

Calendar Year IEP Guidance

IEP Committee Meeting Date: The IEP Committee Meeting Date is the date that the IEP Committee conducts an annual review of the IEP or creates a new IEP. For example, if the IEP Committee meets on March 5, 2021 to conduct an annual review, the Annual IEP Date will be March 5, 2021. The IEP Committee Meeting does not change when a revision to the IEP is made.

Projected Annual Review Date: This is the date by which the IEP Committee must hold an annual review of the IEP. For example, if the IEP Committee Meeting Date is March 5, 2021, the Projected Annual Review Date will be March 5, 2022

IEP Implementation Date: This is the date that services will begin. For example, if an annual review is held March 5, 2021, services would begin March 6, 2021. Even if the IEP is written the last day of the school year the implementation date would be the following day. IEP Committees must make sure parents understand that while these dates include summer and holiday breaks, students will only receive services when school is in session for **all** students.

Projected End Date: This is the date through which services will be implemented. For example, if the IEP Implementation Date is March 6, 2021 and the IEP cannot be implemented beyond the Projected Annual Review Date, the Projected End Date would be March 6, 2022. IEP Committees must make sure parents understand that while these dates include summer and holiday breaks, students will only receive services when school is in session for **all** students.

Special Education Start/End Date: The start and end date of services can be the calendar year implementation date and projected end date for the IEP. IEP Committees must make sure parents understand that while these dates include summer and holiday breaks, students will only receive services when school is in session for **all** students.

IEP Committees may also choose to document the start and end date for each service by documenting any breaks in instruction. For example, if a district is writing a calendar-year IEP with an IEP Committee Meeting date of March 5, 2021 and begins special education services March 6, 2021 and the school year ends May 28, 2021, the special education service start date would be March 6, 2021 and the end date would be May 28, 2021. That same special education service would start again when school resumes in the fall and would go through the projected end date of the IEP.

Related Services Start/End Date: The start and end date of related services can be the calendar year implementation date and projected end date for the IEP. IEP Committees must make sure parents understand that while these dates include summer and holiday breaks, students will only receive related services when school is in session for **all** students.

Calendar Year IEP Guidance

IEP Committees may also choose to document the start and end date for each related service by documenting any breaks in instruction. For example, if a district is writing a calendar-year IEP with an IEP Committee Meeting date of March 5, 2021 and begins related services March 6, 2021 and the school year ends May 28, 2021, the related service start date would be March 6, 2021 and the end date would be May 28, 2021. That same related service would start again when school resumes in the fall and would go through the projected end date of the IEP.

Program Modification Start/End Date: The start and end date of program modifications can be the calendar year implementation date and projected end date for the IEP. IEP Committees must make sure parents understand that while these dates include summer and holiday breaks, students will only receive program modifications when school is in session for **all** students.

IEP Committees may also choose to document the start and end date for each program modification by documenting any breaks in instruction. For example, if a district is writing a calendar-year IEP with an IEP Committee Meeting date of March 5, 2021 and begins implementing program modifications March 6, 2021 and the school year ends May 28, 2021, the program modifications start date would be March 6, 2021 and the end date would be May 28, 2021. That same program modifications would start again when school resumes in the fall and would go through the projected end date of the IEP.

Instructional/Functional Accommodations Start/End Date: The start and end date of instruction/functional accommodations can be the calendar year implementation date and projected end date for the IEP. IEP Committees must make sure parents understand that while these dates include summer and holiday breaks, students will only receive instruction/functional accommodations when school is in session for **all** students.

IEP Committees may also choose to document the start and end date for each instruction/functional accommodation by documenting any breaks in instruction. For example, if a district is writing a calendar-year IEP with an IEP Committee Meeting date of March 5, 2021 and begins implementing program modifications March 6, 2021 and the school year ends May 28, 2021, the instruction/functional accommodations start date would be March 6, 2021 and the end date would be May 28, 2021. Those same instruction/functional accommodations would start again when school resumes in the fall and would go through the projected end date of the IEP.

Support for Personnel Start/End Date: The start and end date of supports for personnel can be the calendar year implementation date and projected end date for the IEP. IEP Committees must make sure parents understand that while these dates include

Calendar Year IEP Guidance

summer and holiday breaks, students will only receive instruction/functional accommodations when school is in session for **all** students.

IEP Committees may also choose to document the start and end date for each support for personnel by documenting any breaks in instruction. For example, if a district is writing a calendar-year IEP with an IEP Committee Meeting date of March 5, 2021 and begins implementing supports for personnel March 6, 2021 and the school year ends May 28, 2021, the supports for personnel start date would be March 6, 2021 and the end date would be May 28, 2021. Those same supports for personnel would start again when school resumes in the fall and would go through the projected end date of the IEP.

Annual Goals: Annual goals should be written to address student deficits and should align with the grade level standards that the student is working toward to make progress in the general curriculum. If the goal is truly addressing student deficits, it should align with standards across grade-levels. For example, a third grade student that has phonemic awareness deficit would have a goal that addresses the deficit that goal should align with third and fourth grade ELA standards.

State or District Wide Assessment: The calendar year IEP should reflect the assessment the student will take during the school year that is covered by the calendar year IEP. If the calendar year IEP spans two assessment periods, the IEP Committee can meet to update the assessment page as needed.

Extended School Year: ESY decisions should be made and documented as usual. Districts that will have a year-round schedule will have to make ESY decisions for each break in instruction. Additional guidance regarding ESY reimbursement for Districts implementing a year-round schedule will be forthcoming.