

## Sample Written Notice – IEP Amendment

### 1. Description and explanation of proposed/refused action:

Amend IEP

Propose to amend IEP to include Extended School Year Services (ESY)

### 2. Reason for proposed or refused action:

Student's progress towards goals and objectives has been monitored quarterly since the beginning of the school year. Student showed a regression of skills as evidenced by falling scores on the math and reading AIMSweb after winter break and spring break. In addition, Student, to date, has not recouped the skills to a point commensurate to her abilities prior to the winter break. A break of instruction for longer than three weeks will cause this regression and recoupment to severely impact her continued progress towards her IEP goals and objectives. ESY objectives related to reading and math have been identified.

### 3. Description of evaluation procedure, test, record, or report used in deciding to propose or refuse action:

Sources of information reviewed included IEP progress reports, AIMSweb data, classroom curriculum based measures, parent and team member input.

### 4. Description of other options considered, if any, and the reason for rejecting them:

Considered including all Student's goals and objectives to be worked on during ESY, but determined that data showed the significant regression occurred for reading and math and not the other areas of the IEP.

### 5. Other factors which are relevant to the proposal or refusal:

Parent stated that Student will be traveling with family this summer. Case manager informed parent that Student's eligibility for ESY is not contingent on her participation and that the IEP would reflect that Student is eligible even if the student does not attend. ESY eligibility is determined annually. Parent was offered copy of Notice of Procedural Safeguards.

### Parent & Team agree to:

Implement IEP amendment. IEP sent to parents.