

# Individual Learning Plan Addendum (Kentucky)

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The ILPA tools are used only in Kentucky.

**Classic Path:** Student Information > General > ILPA > Documents > Plans

**Search Terms:** ILPA Documents

The editors available on the Individual Learning Plan Addendum allow team members to compile an ILPA to record student participation in an alternative education program. Editors are listed below. Included here are descriptions and any specific instructions for entering data into Campus.

The screenshot displays the 'Individual Learning Plan Addendum' form. On the left is a navigation menu with the following items: KY ILPA Outline, Plan Information, Student Information, Parent/Guardian Information, District/School Information, Transition Information, Student Records, Strengths and Needs, Goals and Objectives, and Team Meeting. The main form area includes the following fields and sections:

- Navigation:** Summary, Team Members, Documents, Contact Log
- Actions:** Save, Save & Continue, Print, Print Editor
- Plan Information:** \*Start Date (01/21/2014), \*End Date (01/21/2014)
- Withdrawal Date:** [Empty field]
- Enrollment Date:** 09/03/2009
- Anticipated Date of Transition:** 06/10/2016
- Placement:** Voluntary (dropdown)
- Total Credits Earned To Date:** 0
- Location:** [Empty dropdown]
- If Off Site, please specify:** [Empty dropdown]
- Reason for Placement:** A: Academics (dropdown)
- If Other, please specify:** [Empty text box]
- Team Manager:** [Empty field]
- Metadata:** Created Date (01/21/2014), Created By (Administrator, System), Modified Date (01/23/2014), Modified By (Administrator, System)

ILPA Plan Editors

Editor names which appear in **bold** indicate that information has been entered and saved in that editor.

## Personal Plan Editors

The following table lists the editors available on the student's Personal Education Plan, a Description of what the editor is used for and any special considerations and instructions for using the editor.

Editor Name	Description	Special Considerations or Instructions
<b>Plan Information</b>	The Plan Information editor includes important dates of the plan and general information, including location and placement details.	This editor must be saved before proceeding to other editors in the plan.
<b>Student Information</b>	The Student Information editor populates basic information about the student such as demographic information and student and school address.	Clicking <b>Refresh Student Information</b> will synchronize information in the editor with the most recent information entered for the student from the <a href="#">Demographics</a> , <a href="#">Households</a> , <a href="#">Enrollments</a> and <a href="#">School</a> tabs.
<b>Parent/Guardian Information</b>	The Guardian Demographics editor populates based on the established student/guardian relationships created on the student's <a href="#">Relationships</a> tab or indicated by the guardian checkbox on the <a href="#">Households</a> tab. The editor includes Demographics information for the student's guardian.	Clicking <b>Refresh Guardian Information</b> will synchronize information in the editor with the most recent information from the student's guardian's <a href="#">Demographics</a> and <a href="#">Households</a> tabs.
<b>District/School Information</b>	The District/School Information editor records information about the District and School from which the student is transferring.	District and School names are populated with hard-coded values.
<b>Transition Information</b>	The Transition Information editor reports the Anticipated Date of transition from the Plan Information editor and the criteria the student will need to meet to re-enroll in the original school setting.	<a href="#">Template Banks</a> are established in System Administration and available by clicking the white paper icon next to the Comments area.
<b>Student Records</b>	The Student Records editor lists the other types of records available regarding the student.	N/A
<b>Strengths and Needs</b>	The Strengths and Needs editor records the student's current strengths and needs.	Template Banks are established in System Administration and available by clicking the white paper icon next to the appropriate headers.

Editor Name	Description	Special Considerations or Instructions
<b>Goals and Objectives</b>	The Goals and Objectives editor lists the goals the student is working towards within the time frame of the ILPA and the objectives identified to achieve those goals.	Template Banks are established in System Administration and available by clicking the white paper icon next to the appropriate headers.
<b>Team Meeting</b>	The Team Meeting editor records the team meeting(s) held regarding the student's ILPA.	<p>Team Members must be linked on the <a href="#">Team Members (ILPA)</a> tab in order to appear in the Attendance editor. For the meeting to appear in the printed ILPA, <b>Print in Plan</b> must be selected.</p> <p>Meetings must have at least a Date, a Location or Print in Plan selected to be saved. Individuals must have the Invited or Attended checkbox marked in order to appear in the printed document.</p>