

Individual Education Plan (Michigan)

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The editors available on the Individual Education Plan provide all required information by the State of Michigan. Editors and fields are listed below. Included here are instructions on entering data into Campus and references to state-defined guidelines.

The current format of this document is the **MI IEP 2017.2**. Plan formats are selected in [Plan Types](#).

The screenshot shows the 'MI IEP Editors' interface. On the left is a sidebar with a list of editors including 'Plan Outline milEP21', 'Education Plan', 'Enrollment Status', 'Student Demographics', 'Parent/Guardian Demographics', 'Parent Contact', 'IEP Team Meeting', 'Eligibility for SPED', 'Special Factors', 'PLAAFP/MAG/STOB', 'Agency Involvement', 'Student's P.S. Vision and MAG', 'Course of Study', 'Service Comments', 'Supplementary Services', 'State and Districtwide Assessments', 'Related Services', 'Special Education Programs', 'Extended School Year', 'Educational Setting', 'Special Transportation', 'Prior Written Notice', and 'Medicaid Statement'. The main area is titled 'Education Plan' and contains the following fields:

- *IEP Type - select one of the following: Initial (dropdown)
- *Meeting Date: 09/13/2021 (calendar)
- *Start Date: 09/13/2021 (calendar)
- *End Date: 09/12/2022 (calendar)
- Eval Date: (calendar)
- Eval Consent Date: (calendar)
- Purpose of meeting: (Check all others that apply)
 - Change of Placement
 - Suspension/Expulsion
 - Graduation
 - Other: (text input)
 - Secondary Transition
 - Need for Program or Level Change: (text input)
 - Other: (text input)

MI IEP Editors

Individual Education Plan Editors

The following table lists the editors available on the student's Individual Education Plan, the section(s) of the print format that include the entered information, a description of what the editor is used for and any special considerations and instructions for using the editor.

| Editor Name | Description | Special Considerations and Instructions |
|-------------|-------------|---|
|-------------|-------------|---|

| Editor Name | Description | Special Considerations and Instructions |
|------------------------------------|---|---|
| <p>Education Plan</p> | <p>The Education Plan editor includes the various dates associated with the plan, the reason the meeting was held, and information about parental contact and rights.</p> | <p>The End Date auto-populates to a year minus 1 day from the Start Date.</p> <p>The Eval Consent Date auto-populates from the Consent Date field on the Evaluation.</p> <p>The Parental Rights and Age of Majority questions are only available if the "Secondary Transition" option is selected in the Purpose of Meeting section.</p> <p>The Evaluation Date populates from the most recent, locked Evaluation.</p> |
| <p>Enrollment Status</p> | <p>The Enrollment Status editor reports Special Education information from the student's Enrollment.</p> | <p>Clicking Get Special Ed Status from Enrollment synchronizes the information in the editor with the most recent information from the student's Enrollments tool.</p> <p>There are three versions of this editor. Best practice is to use the third editor. This editor fetches special education data from the student's Enrollment, data which can be edited in the IEP. If values are modified, the student's Enrollment is updated based on the IEP when saved.</p> |
| <p>Student Demographics</p> | <p>The Student Demographics editor populates basic information about the student such as demographic data, address and school information.</p> | <p>Clicking Refresh Student Information synchronizes information in the editor with the most recent information entered for the student from the Demographics, Households, Enrollments and School tools.</p> |

| Editor Name | Description | Special Considerations and Instructions |
|--|--|---|
| Parent/Guardian Demographics | The Parent/Guardian Demographics editor populates based on the established student/guardian relationships created on the student's Relationships tool or indicated by the guardian checkbox on the Households tool. The editor includes Demographics information for the student's guardian. | Clicking Refresh Guardian Information synchronizes information in the editor with the most recent information from the student's guardian's Demographics and Households tools. |
| Parent Contact | The Parent Contact editor lists all instances of parent contact regarding a student's IEP. This includes IEP Invitations, Letters, Phone calls, Emails, and/or Other. | N/A |
| IEP Team Meeting | The Team Meeting editor lists the team meetings held regarding the student and the participants in those meetings. | <p>Before attendees can be added to team meetings, the student must have team members added on the Team Members tool.</p> <p>The Print in Plan checkbox is marked by default to report this meeting in the printed document.</p> <p>The IEP Reason/Purpose from the Education Plan displays as read-only on this editor.</p> |
| Eligibility for Special Education | The Eligibility for Special Education editor indicates whether the team determined that the student is eligible for special education services and why, including the student's specific learning disability. | The text field is required if "Ineligible" is selected. |

| Editor Name | Description | Special Considerations and Instructions |
|------------------------------|--|---|
| Special Factors | The Special Factors editor lists the student's strengths, parents' concerns, and evaluation results. Additional special factors and the student's needs are also considered. | N/A |
| PLAAFP/MAG/STOB | The Present Level of Academic Achievement and Function (PLAAFP) editor includes all relevant information concerning the student's current performance in various areas of education, assessments, skills, and health. | At least two objectives must be created for each annual goal in order to lock the document. |
| Agency Involvement | The Agency Involvement editor is used to indicate if the student requires a transition plan. | If Yes is marked, additional fields become available. |
| Student's P.S. Vision | The Student's Post-secondary Goals (Vision) editor lists the student's goals after graduation and how those goals will be accomplished in the areas of adult living, employment, community participation, and education. | This editor is not required for if No is marked on the Agency Involvement editor. |
| Course of Study | The Course of Study editor describes how the student's course of study supports their post-secondary goals and the student's anticipated graduation date. | This editor is not required for if No is marked on the Agency Involvement editor. |
| Service Comments | The Service Comments editor describes whether the student participates in a regular education classroom and whether the student requires placement with a teacher with specific training. | N/A |

| Editor Name | Description | Special Considerations and Instructions |
|-----------------------------------|--|--|
| Supplementary Services | <p>The Supplementary Aids and Services editor lists additional supports provided to the student, such as accommodations and teaching strategies.</p> | <p>Only active Services with a Type of <i>Supplementary</i> can be included in this editor. Services, Service Providers and Service Positions are established in System Administration.</p> <p>Template Banks are established in System Administration and available by clicking the white paper icon.</p> |
| Related Services | <p>The Related Services editor lists developmental, corrective or other supportive services required to assist the student with a disability.</p> | <p>Only active Services with a Type of <i>Related</i> can be included in this editor. Services, Service Providers and Service Positions are established in System Administration.</p> <p>Template Banks are established in System Administration and available by clicking the white paper icon.</p> |
| Special Education Programs | <p>The Special Education Programs editor lists student's impairments and programs provided within a special education setting.</p> | <p>Only active Services with a Type of <i>Normal Services</i> can be included in this editor. Services, Service Providers and Service Positions are established in System Administration.</p> <p>Template Banks are established in System Administration and available by clicking the white paper icon.</p> |
| Extended School Year | <p>The Extended School Year editor indicates if the student requires services beyond the standard school time, such as beyond school hours or during breaks.</p> | |

| Editor Name | Description | Special Considerations and Instructions |
|-------------------------------|--|---|
| Educational Setting | The Educational Setting editor describes the amount of time the student spends in general and special education settings, and if the student participates in any early childhood programs. | N/A |
| Special Transportation | The Special Transportation editor records any special transportation services provided to the student. | N/A |
| Prior Written Notice | The Prior Written Notice editor is used to document the notice when the district proposes to initiate or change the educational placement of the student. | N/A |
| Medicaid Statement | The Medicaid Statement editor records permission to release student information for medicaid billing purposes. | N/A |