



Approved by Special Education Director Kathy Chisholm

# TCM Oct. 2012 TIDBITS

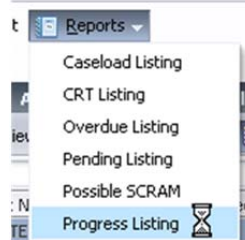
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### PROGRESS REPORTS

Progress needs to be reported for every student receiving Special Education services in grades K-12 on each student's **specific IEP goals** at the end of each term. Preschool and Post-High report progress twice a year. When reporting progress for move-in students, if goals have not been entered in the Move-In button in myIDEA, you must use the alternative progress report in fillable forms. You must report progress before writing a new IEP as the goals from the previous IEP will no longer be available. Remember to print two copies, one for parent and one for the file and **finalize!** The final progress report option is not mandatory, but is a great tool for IEP meetings.

*FYI: On the main screen of myIDEA under Reports>Progress Listing, you can print ALL students' progress at the same time.*



### TRANSFERRING STUDENTS

Just a reminder that any IEP or Eligibility Determination due BEFORE OCTOBER 31<sup>st</sup>, 2013 for Preschool to Kinder, 6<sup>th</sup> grade, 9<sup>th</sup> grade and 12<sup>th</sup> grade students transferring to post-high school programs need to be held BEFORE the end of the 2012-2013 school year. This is **NOT OPTIONAL**; it is a Special Education Department policy. Please refer to the following transition link for appropriate steps:

[http://www.davis.k12.ut.us/21381016112141880/lib/21381016112141880/Instructions for Entering Transition Service Time on myIDEA IEPS for.pdf](http://www.davis.k12.ut.us/21381016112141880/lib/21381016112141880/Instructions%20for%20Entering%20Transition%20Service%20Time%20on%20myIDEA%20IEPS%20for.pdf)

A **BIG THANKS** to all for your help with the October 1<sup>st</sup> count! We appreciate the extra effort, consideration and support. Scram is ongoing and you will need to continue to monitor your caseload to maintain scram accuracy for your students.

**December 1<sup>st</sup>** is our second of three counts. This count is for **ALL** students receiving any Special Education services including: Resource, Functional Skills, Learning Centers, All Related Services, PreSchool, Talking Time, and Head Start.

### TCM SUPPORT

DON'T FORGET your TCMs are available to support you. PLEASE don't hesitate to contact us.