

Genesee Valley Central School  
1 Jaguar Drive  
New York 14813

Committee on Special Education  
Sarah Taylor/CSE/CPSE Belmont,

### CSE Meeting Format

Student Name:	Date:
Meeting Type:	Classification:

1. Introduction: Pass around sign-in sheet
2. Complete Chapter 408 Distribution List
3. Verify mailing address, home phone number, cell phone number, and email address
4. Review of Referral to CSE Initial Intake or Existing IEP for Transfer Intake
5. Have Parents Sign Medicaid Sheet
6. Purpose of Meeting
7. Parent Check-In
8. Present Levels of Performance and Individual Needs, Academic/Educational Achievement and Learning, Characteristics, Social Developments, Physical Developments, and Management Needs:
  - School Psychologist: Educational Testing with Report, Social History, Classroom Observations
  - Regular Education Teacher
  - Special Education Teacher (PLEPs, Goals, Services)
  - School Counselor (PLEPs, Goals, Services)
  - Speech Therapist (PLEPs, Goals, Services)
  - Occupational Therapist (PLEPS, Goals, Services)
  - Physical Therapist (PLEPs, Goals, Services)
  - Nurse, if needed (Physical Development PLEP, Services, Dates of Last Exams/Screenings)
9. Measurable Post-Secondary Goals: Ages 15 and older
10. Measurable Annual Goals (Short-Term Objectives: Only for preschool and NYSAA Students)
  - Refer to Related Service Providers and Teachers
11. Recommended Programs, Services, and Placements
  - Refer to School Psychologist and Related Service Providers
  - Get Consent for initial placement in special education or Extended School Year
12. Review Testing Accommodations
13. Removal from the General Education Environment and LOTE (Language Other Than English)
14. Reporting Progress to Parents
15. Final Thoughts and/or Questions
16. Parent Info: Procedural Safeguard Notice and Components of Evaluation