

## Order for Confidential Folders

LEFT SIDE OF CONFIDENTIAL FOLDER TOP		RIGHT SIDE OF CONFIDENTIAL FOLDER TOP	
1	Record of Access	1	Compliance Verification Form - IEP Process
2	Notice and Consent for the Provision of Special Education Services	2	Notice and Invitation to a Meeting/Consent for Agency Participation
3	Compliance Verification Form – Eligibility	3	IEP for Current School Year
4	Notice and Invitation to a Meeting/Consent for Agency Participation (for Eligibility)	4	SAAFP (if applicable)
5	Notice of IEP Team's Decision Regarding Reevaluation (for Eligibility)	5	Functional Behavior Assessment (FBA)/Behavior Intervention Plan (BIP)
6	Consent for Reevaluation (if applicable)	6	Manifestation Determination Review (if applicable)
7	Notice & Eligibility Decision Regarding Special Education Services (Eligibility Report)	7	ESY Information and Summer Activities (if applicable)
8	Signed Parent Rights (if applicable)	8	Special Transportation Form (if applicable)
9	Notice and Consent for Initial Evaluation	9	State Testing Accommodations (if applicable)
10	Notice and Invitation to a Meeting for Referral Meeting	10	Notice of Proposal or Refusal to Take Action
11	Referral for Evaluation	11	Minutes and Agenda
12	RTI Information	12	Annotate Process (if applicable)
		13	Person's Responsible for IEP Implementation (Signed)
		14	Annual IEP Progress Reports
		15	Curriculum Based Assessments (Intervention Assessments, IXL, Compass, SPIRE, etc.)
		16	Transition Assessments (if applicable)
		17	Work Samples for current IEP
		18	Referrals to Alternative Placement (Pathways, WINGs, SOAR, C.F. Taylor, etc.)(if applicable)
		19	Release of Information (if applicable)
		20	Notice of IEP Team's Decision Regarding Reevaluation (for Re-Evaluation for IEP Changes)
		21	Consent for Re-Evaluation (for Re-Evaluation for IEP Changes)(if applicable)
			Applicable Assessments for Eligibility and Re-Evaluation for IEP Changes
		22	Psychological Report
		23	Vision/Hearing
		24	Achievement Testing
		25	Speech/Language Testing
		26	Behavior Rating Scales, Adaptive Behavior Scales, and/or Attention Scales
		27	Observations
		28	ECEC Checklist
		29	Documentation of Appropriate Instruction (Prong I)
		30	Data Based Documentation (Prong II)
		31	Medical (if applicable)
		32	Work Samples for Eligibility
		33	Occupational Therapy, Physical Therapy, Assistive Technology Evaluations, etc.
	<b>Do not remove forms from this side- only add required forms for Reevaluation for Eligibility.</b>		<b>Please remove IEP's annually, band together and place in back folder.</b>