

Amendments:

Per CALPADS, only specific meeting types can be considered a “reportable transaction.”

The accepted reportable meeting types are: Infant Initial Evaluation, Initial Evaluation, Annual, Triennial.

All other meeting types must be completed using the **Amendment process** (30 day placements Exit IEPs, Transition, etc.).

If you are holding an accepted meeting type (Infant Initial Evaluation, Initial Evaluation, Annual, Triennial) along with an additional meeting type (30 day placements Exit IEPs, Transition, etc.), both purposes can be selected and would be considered a reportable transaction

If the meeting type is solely for an Additional Purpose (30-day placements, Exit IEPs, Transition, etc.), **it must be completed through the Amendment process.**

The Meeting Type is located on the Information/Eligibility form and links to the CALPADS (Student) page. It will be included in the CALPADS error check.

If you hold an IEP and it is not completed, you will affirm what has been completed and continue the meeting through an amendment. For the first meeting, parent consent will not be obtained unless you have completed your offer of FAPE, though you may collect attendance signatures at this meeting.

You will see errors at the first affirm when the IEP is not complete, but as you add amendments the errors will be removed until you have the final document. With each amendment, it is recommended you affirm ALL forms from each meeting, so the last meeting has a final, full copy of all forms completed. At this time, you will have the parents sign the parent consent page from the original meeting if they are providing consent.

You can add a parent consent page to any amendment when a FAPE offer changes.