The following is sample language for the notes page of an amendment IEP meeting being held due to the COVID-19 school closures. ***Please note that this is intended to be a guide only, and that each amendment will require individualization based on the student’s unique needs***.

The Charter SELPA is recommending that IEP amendments be held for students with disabilities when distance-instruction is being provided to all students, constituting a change in placement.

If you have any questions regarding whether or not amendments should be held, please work directly with your program specialist.

**Sample Language:**

Due to recommendations by the Center for Disease Control and the California Department of Education in relation to the COVID-19 emergency, the LEA is experiencing a school closure and will be providing instruction to all students via distance learning. The purpose of this meeting is to discuss and determine the supports and services [student] requires during the period of school closure.

The IEP team discussed [student’s] educational needs and determined that the following services will be provided to support [student] for the duration of the temporary school closure only:

[List supports and services]

The supports and services agreed to in this IEP are temporary and do not constitute stay-put. Once the California Department of Education and the CDC announce that students can safely return to school and classroom-based learning resumes, the FAPE offer will revert to the IEP signed and agreed to on [date of last signed IEP].