**Attendance Sheet**

Special Education Team Meeting

Top of Form

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | **DATE:** | plcAttendanceDate | | | | | |  | | | |
| **Student Name:** | | | plcAttendanceName | | | | **DOB:** | | plcAttendanceDOB | | | **ID#:** | plcAttendanceID | |
| **Purpose of Meeting:** Check all boxes that apply. | | | | | | | | | | | | | | |
|  | Eligibility Determination | | | | |  | IEP Development | | | | | |  | Placement |
|  |  | Initial Evaluation | | | | |  | Initial | | | | | | |
|  |  | Reevaluation | | | | |  | Annual Review | | | | | | |
|  |  |  | | | | |  | Other: | | plcAttendanceOther | | | | |

Bottom of Form

|  |  |  |
| --- | --- | --- |
| **Print Names of**  **Team Members** | **Print Roles of**  **Team Members** | **Initial**  **if in attendance** |
| plc1 | plc2 | plc3 |
| plc4 | plc5 | plc6 |
| plc7 | plc8 | plc9 |
| plca | plcb | plcc |
| plcd | plce | plcf |
| plcg | plch | plci |
| plcj | plck | plcl |
| plcm | plcn | plco |
| plcp | plcq | plcr |
| plcs | plct | plcu |
| plcv | plcw | plcx |
| plcy | plcz | plc0 |
| plcA1 | plcB1 | plcC1 |
| plcD1 | plcE1 | plcF1 |
| plcG1 | plcH1 | plcI1 |
| plcJ1 | plcK1 | plcL1 |