



IEP CLARITY CO.

CLARITY FOR PARENTS. CONFIDENCE FOR MEETINGS.

DATA TRACKING, ASSESSMENTS, & HAVING “PROOF”

What Parents Need to Know



Data and documentation tell the story of your child’s progress, needs, and what supports are working (or not). Being informed and organized helps you advocate with confidence.



DATA TRACKING *Measuring Progress*

Data shows how your child is progressing toward their IEP goals. It helps the team make decisions and adjust supports.

WHAT GOOD DATA LOOKS LIKE:

- ✔ Collected regularly
- ✔ Specific and measurable
- ✔ Shows growth over time
- ✔ Connected to IEP goals
- ✔ Easy to understand

WHAT TO ASK:

- How often is data collected?
- What method is used to collect data?
- Can I see the data that shows my child’s progress?
- How is this data used to make decisions for my child?

★ You have the right to see data and understand how it is used.



ASSESSMENTS *Getting the Full Picture*

Assessments help identify your child’s strengths, needs, and how they learn best. They guide IEP goals and services.

TYPES OF ASSESSMENTS MAY INCLUDE:

- ✔ Academic (reading, math, written language)
- ✔ Cognitive (thinking and learning)
- ✔ Speech & language
- ✔ Occupational or physical
- ✔ Behavior
- ✔ Social-emotional
- ✔ Functional (daily living skills)

WHAT TO ASK:

- What assessments have been done?
- Are the assessments current?
- Do they reflect my child’s needs area? in all areas of concern?
- Do we need additional assessments?
- Can I get copies of the evaluation reports?

★ You can request assessments in writing if you have concerns.



HAVING “PROOF” *Documentation Matters*

Documentation creates a clear record of what is said, decided, and provided. It protects your child’s rights and helps everyone stay accountable.

EXAMPLES OF IMPORTANT “PROOF”:

- ✔ Emails and written communication
- ✔ IEP documents and amendment pages
- ✔ Meeting notes and sign-in sheets
- ✔ Assessment and evaluation reports
- ✔ Progress reports and data
- ✔ Service logs and schedules
- ✔ Work samples and observations
- ✔ Behavior logs and intervention plans

WHY IT MATTERS:

- ✔ Helps show what was agreed to and what was provided.
- ✔ Supports requests for changes or additional supports.
- ✔ Can be important if disagreements or due process occur.

★ Keep copies and save everything. Organized records = strong advocacy.

TIPS FOR PARENTS

- ✔ **Be Proactive:** Ask for data and documents before meetings.
- ✔ **Be Organized:** Keep a binder or digital folder for everything.
- ✔ **Take Notes:** Write down key points from calls and meetings.
- ✔ **Follow Up in Writing:** Confirm important conversations by email.
- ✔ **Trust Patterns, Not Just Words:** Look at the data and documentation over time.
- ✔ **You Know Your Child Best:** Use the information you gather to speak up with confidence.

YOU HAVE THE RIGHT TO:

- ✔ See all records about your child (with limited exceptions).
- ✔ Ask questions and get clear answers.
- ✔ Participate in decisions.
- ✔ Receive copies of IEPs, evaluations, data, and reports.



Remember

Information is power.
Documentation is proof.
Advocacy is love.

★ You are your child’s best advocate.
You are not alone.



Working Together for Your Child

When parents and schools share clear information and work as a team, children get the support they need to learn, grow, and thrive.

