Documenting Progress on IEP Goals/Objectives and Other Skills

In school environments, documenting progress on the individual's IEP goals and objectives is required by the Individuals with Disabilities Education Act (IDEA). The simple tally sheet example shown below is one way to do this. Each day have someone observe and record data for one or two activities or environments as we show in the table below. This allows you to share the learner's work each week with his/her family and collect richer information for use in regular periodic reporting. A blank table is included on the final page of this document for use with your student.

Environments or Activities	Goal/Objective or Skills Child Should Demonstrate	# Observed	Other Skills to Watch For	# Observed
Kicking using Essef Board	Positioned in a swing, hammock special chair or on the floor in supine during independent and interactive play STUDENT will kick with his legs/feet to produce		Sitting unsupported Vocalizing	- vocalizing to get adult attention
			Listening and experimenting with sounds	
	sounds when provided a variety of materials during independent and interactive		Making contact with adult through touch and/or vocalization	
an Essef Board 15 minute observa	play at least 10 times within a 15 minute observation period.	Ш	Sitting unsupported Vocalizing	- vocalizing
and tray of materials	and tray of materials Kicking in water during footbath		Listening and experimenting with sounds	
			Making contact with adult through touch and/or vocalization	
1			Sitting unsupported Vocalizing	- vocalizing for contact
			Listening and experimenting with sounds	
			Making contact with adult through touch and/or vocalization	

Environments or Activities	Goal/Objective or Skills Child Should Demonstrate	# Observed	Other Skills to Watch For	# Observed
Little Room	When given a variety of materials in several different learning environments during	IIII	Use of hands to scratch and poke Hands/fingers to mouth Vocalizing	- batting
	interaction mouth and/or explore with lips and tongue at least three times during a 15 minute		Making contact with adult through touch and/or vocalization	
Adult-child interaction during snack		II	Use of hands to scratch and poke Hands/fingers to mouth Vocalizing	batting - vocalizing
play			Making contact with adult through touch and/or vocalization	
Position Board Water or sand	, , ,	1	Grasp and release Batting	
table			Scratching	
Support Bench Resonance Board	When placed in a prone position using a Support Bench or Resonance Board STUDENT will extend one arm to reach preferred objects in containers at least 5 times within a 15 minute period.	I	Grasp and release Batting	
			Scratching Vocalizing	
			Making contact with adult through touch and/or vocalization	
Little Room Resonance	In a variety of learning environments in both	IIII	Grasp and release Vocalizing	- vocalizing
independent and interactive play when given objects that make a preferred sound STUDENT will reach out towards sound producing objects at least 5 times during a 15 minute observation period.			Making contact with adult through touch and/or vocalization	

Student:		Observe	Observer:			
For the week of:						
Environments or Activities	Goal/Objective or Skills Child Should Demonstrate	# Observed	Other Skills to Watch For	# Observed		

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"This project is supported by the U.S. Department of Education, Special Education Programs (OSEP). Opinions expressed here the authors and do not necessarily represent the position of the Department of Education."

Figure 1 IDEAs that Work logo and disclaimer

Student:	Observer:					
For the week of:						
Environments or Activities	Goal/Objective or Skills Child Should Demonstrate	# Observed	Other Skills to Watch For	# Observed		

Comments:



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Figure 2 IDEAs that Work logo and disclaimer