

# INDIVIDUAL EDUCATION PLAN

DATE \_\_\_\_\_

Literacy Connections – Dutchess County, Inc.  
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 Tel (845) 452-8670 Fax (845) 452-3050  
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Student's Name \_\_\_\_\_

Tutor's Name \_\_\_\_\_

Was student working at the start of this quarter? \_\_\_ Full time \_\_\_ Part time

Did student retain his/her employment? \_\_\_ Yes \_\_\_ No

If no, is he/she seeking further employment? \_\_\_\_\_

## GOALS AND ACHIEVEMENTS THIS PROGRAM YEAR JULY-DEC.

Family and Home	Date of Initial Goal	Goal in Progress	Date Reached Goal
1. Read to a child	/ /		/ /
2. Read or write notes to/from school	/ /		/ /
3. Participate in meetings or volunteer in school	/ /		/ /
4. Pay bills, develop a budget	/ /		/ /
5. Read a recipe/food product/label	/ /		/ /
6. Read and follow prescription/medical directions, describe symptoms	/ /		/ /
7. Reduced/ went off Public Assistance	/ /		/ /
8. Write note/card to family/friends	/ /		/ /
9. Follow directions for tool/appliance or use manual	/ /		/ /
10. Read safety warnings	/ /		/ /

11. Compare Price/features of products	/ /		/ /
12. Speaking more English at home	/ /		/ /
<b>Community</b>	<b>Date of Initial Goal</b>	<b>Goal in Progress</b>	<b>Date Reached Goal</b>
13. Read signs, use maps	/ /		/ /
14. Read transportation schedules, learn to use public transportation	/ /		/ /
15. Learn to use postal service	/ /		/ /
16. Apply for public assistance	/ /		/ /
17. Apply for unemployment	/ /		/ /
18. Use a phone book, use phone independently	/ /		/ /
19. Open a bank account, use bank	/ /		/ /
20. Complete loan/credit application	/ /		/ /
21. Write checks	/ /		/ /
22. Complete insurance forms	/ /		/ /
23. Understand contracts (lease)	/ /		/ /
24. Use community agency services	/ /		/ /
25. Register to vote	/ /		/ /
26. Participate in civic organization	/ /		/ /

Please discuss short term (within program year) goals and long term (next year) goals with your student. Keep a copy of this IEP to review with your student periodically, and to plan next years goals.

Employment	Date of Initial Goal	Goal in Progress	Date Reached Goal
27. Read classified ad	/ /		/ /
28. Fill out job applications	/ /		/ /
29. Interview for job	/ /		/ /
30. Enter job training	/ /		/ /
31. Obtain part/full time employment	/ /		/ /
32. Read/write work forms/reports	/ /		/ /
33. Receive job promotion or raise	/ /		/ /
34. Communicate with customers	/ /		/ /
35. Communicate with colleagues	/ /		/ /
36. Obtain better job	/ /		/ /
Personal Skills	Date of Initial Goal	Goal in Progress	Date Reached Goal
37. Keep regular appointments	/ /		/ /
38. Complete work or school assignments	/ /		/ /
39. Write about experiences	/ /		/ /
40. Demonstrate improved self image	/ /		/ /
41. Increase willingness to try new things	/ /		/ /
42. Improve study skills	/ /		/ /
43. Read to self more fluently	/ /		/ /
44. Read aloud more fluently	/ /		/ /
45. Converse with greater ease	/ /		/ /
46. Talk on phone with greater ease	/ /		/ /

47. Other (please specify)	/ /		/ /
Education	Date of Initial Goal	Goal in Progress	Date Reached Goal
48. Enroll in other education (trade, ESOL, etc.) specify	/ /		/ /
49. Advance in education (specify)	/ /		/ /
50. Enroll in GED class	/ /		/ /
51. Take GED exam	/ /		/ /
52. Learn to use computer	/ /		/ /
53. Other study e.g. spelling, grammar, math, comprehension	/ /		/ /
54. Apply and study for citizenship	/ /		/ /
55. Other (please specify)	/ /		/ /

Is there anything else we didn't ask, or anything you'd like us to know about your work together? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Is there anything we could do to support your work? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Student's long term goal(s) projected for next year: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_