

14 Calendar Day Examples

On the Services page, the Start Date of services for both an Annual and Initial IEP is 14 calendar days from the date on your Prior Written Notice (PWN). If day 14 lands on a weekend or holiday, then the next school day is the Start Date for services.

Annual IEP: regardless of when, or if, the parent returns a signed PWN, the Start Date on the Service page remains on the 14th calendar day.

Initial IEP: you may begin to serve a student once the parent signs the PWN, but do not change the date on the Services page. MDE's monitoring interpretation is that the Services page shows the "proposed" Start Date of services. See examples below for clarification.

Reminder: Document date permission was received by the district on the PWN.

Example #1 Annual IEP

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 IEP Mtg Date	2	3	4	5	6
7	8 Date of PWN	9 Day 1 starts counting here	10 Day 2	11 Day 3	12 Day 4	13 Day 5
14 Day 6	15 Day 7	16 Day 8	17 Day 9	18 Day 10 Parent returns signed PWN	19 Day 11	20 Day 12
21 Day 13	22 Day 14 This is the Start Date on the Services page	23	24	25	26	27

Example #2 Initial IEP

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 IEP Mtg Date	2	3	4	5	6
7	8 Date of PWN	9 Day 1 starts counting here	10 Day 2	11 Day 3	12 Day 4	13 Day 5
14 Day 6	15 Day 7	16 Day 8	17 Day 9	18 Day 10	19 Day 11	20 Day 12
21 Day 13	22 Day 14 This is the Start Date on the Services page	23	24	25 Parent returns signed PWN and you may begin serving student.	26	27

Example #3 Initial IEP

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 IEP Mtg Date	2	3	4	5	6
7	8 Date of PWN	9 Day 1 starts counting here	10 Day 2	11 Day 3	12 Day 4	13 Day 5
14 Day 6	15 Day 7 Parent returns signed PWN and you may begin serving student.	16 Day 8	17 Day 9	18 Day 10	19 Day 11	20 Day 12
21 Day 13	22 Day 14 This is the Start Date on the Services page	23	24	25	26	27

Example # 4 Annual or Initial IEP with a holiday break

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 IEP Mtg Date	2	3	4 Date of PWN (speedy case manager!)	5 Day 1 starts counting here	6 Day 2
7 Day 3	8 Day 4	9 Day 5	10 Day 6	11 Day 7	12 Day 8	13 Day 9
14 Day 10	15 Day 11 Parent returns signed PWN	16 Day 12	17 Day 13	18 Day 14 NO SCHOOL	19 NO SCHOOL	20
21	22 NO SCHOOL	23 This is the Start Date on the Services page since day 14 was a holiday.	24	25	26	27