

IEP MEETING PREPARATION

GUIDE TO PREPARE FOR YOUR CHILD'S IEP

Name:

IEP DATE:

School

Grade

An IEP meeting is designed to be a collaborative team meeting for your child. As a parent, there can be a lot of information to process, please use this starter guide to help you before, during and after your child's IEP meeting!

- Confirm case manager/special education teacher who will be responsible for scheduling and holding the IEP meeting.
- Identify whether IEP is an annual or a triennial. A triennial IEP happens every three years and typically involves updated assessments.
- If it is a triennial, lookout for something called an "assessment plan" which needs your consent before testing can happen.
- Review your child's previous IEP(s) and take notes (or highlight) areas of need/strength as well as goals, services & accommodations.
- Review your child's current grades, and talk with your child's current teachers and see if they have any positive comments and/or concerns to share.
- Now it's time to jot down all your questions before the meeting!
- BREATH deeply and relax, you GOT THIS!

Name _____

Date _____

Child's initials _____

Eligibility _____

IEP MEETING PARENT GUIDE- AT THE MEETING

QUESTIONS/CONCERNS I
HAVE.

WHAT ARE THE STRENGTHS
IDENTIFIED?

WHAT ARE THE AREAS OF NEED
IDENTIFIED?

IS THERE A GOAL OR
ACCOMMODATION STATED FOR
EACH IDENTIFIED AREA OF
NEED?

WHAT ARE THE CHANGES TO THE SERVICES & MINUTES? HOW DOES THIS COMPARE TO THE LAST IEP?

WHAT ARE THE CHANGES/UPDATES TO THE ACCOMMODATIONS? HOW DOES THIS COMPARE TO THE LAST IEP?

IF THERE ARE FOLLOW UP ACTIONS, WHAT ARE THEY, AND WHO IS RESPONSIBLE?

Additional notes:

Don't forget to review your questions/concerns, were they discussed and answered?