



PREPARING FOR THE IEP MEETING

A Collection of Tools for Parents, Students, and Educators

The IEP team is a group of individuals with diverse experiences who share responsibility for and joint commitment to achieving positive outcomes for students. Each team member's input is equally valuable and necessary. Parents are key members of the IEP team and bring an important perspective to the discussion. "Only when each participant's input is respected and appreciated will the most comprehensive understanding of the child be developed" (Exceptional Parent, 1993).

Purpose: These IEP preparation tools provide the IEP team with a common focus for IEP development and implementation as well as providing a vehicle for individual perspectives to be shared.

How and When to Use These Tools: These tools can be shared at parent group meetings, staff meetings and other professional development activities. The parent preparation and student preparation tools may be mailed to families with the Notice of the IEP Meeting. Educators may also use the student preparation tool with students as a way of preparing them for participating in the IEP meeting and building self-advocacy skills.

Questions for the Collaborative Team

Parent Preparation for the IEP Meeting

Student Preparation for the IEP Meeting

Teacher Preparation for the IEP Meeting



QUESTIONS FOR THE COLLABORATIVE TEAM

What are _____ strengths?

What progress has _____ made this year?

How is _____ doing relative to age appropriate curriculum?

What are effective learning/behavioral strategies for _____?

What are key needs that _____ has in this subject?

What are priority goals for _____ for next year?



PARENT PREPARATION FOR THE IEP MEETING

My child's strengths (abilities, interests) academically and socially:

What my child has learned this year (in and outside of school):

What is difficult for my child to do in school:

What helps my child learn:

My goals for my child for the next school year:

My questions or concerns:



STUDENT PREPARATION FOR THE IEP MEETING

Who am I? (Describe your likes, dislikes, interests and hobbies in school and outside of school)

What are my strengths? What am I good at? (Include school-related activities and activities outside of school)

What is difficult for me to do in school?

What helps me learn?

What are my goals for the next school year?



TEACHER PREPARATION FOR THE IEP MEETING

Student's Strengths:

Current Progress & Performance:

Effective Learning & Behavioral Strategies:

Areas of Difficulty:

Other Needs: