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Navigating IEP Meetings



Presented by: Anne Russell

Today's Discussion

Before the Meeting

What to expect prior to the meeting?

01

02

During the Meeting

What happens during the meeting?

03

04

After the Meeting

What happens after the meeting?

Tips

Setting up for a successful meeting

About Me

- Special Education Teacher with Lowell Joint School District
- Teaching students for over 16 years
- Case Manager - facilitate IEP meetings and help parents understand their child's IEP
- Parent of a child with special needs





01 Before the Meeting

What to expect prior to
the meeting?

Things you should know

1. Scheduling the meeting

The Case Manager will contact you to schedule the meeting prior to the due date.

2. Review IEP & reports

Look over previous IEP. What goals and progress has your child made. What supports and services?

3. Complete paperwork

Complete parent surveys and questionnaires that are sent home to help provide input to the new IEP.

4. Discuss concerns

Share concerns you have with your child's teacher or Case Manager prior to the meeting.

5. Share ideas

You are an expert on your child. Be willing to share your child's interests, strengths, and challenges.



02

During the Meeting

What happens during the meeting?



IEP Team Members

Examples of team members are listed here; however each team is unique and may include or not include individuals and specialists listed below.



Parent/Guardian

Parent or guardian of student
Student



Administrator

School Principal
School Psychologist
Or District Representative



Academic

General Education Teacher &
Special Education Teacher



Communication

Speech and Language
Pathologist



Motor Skills

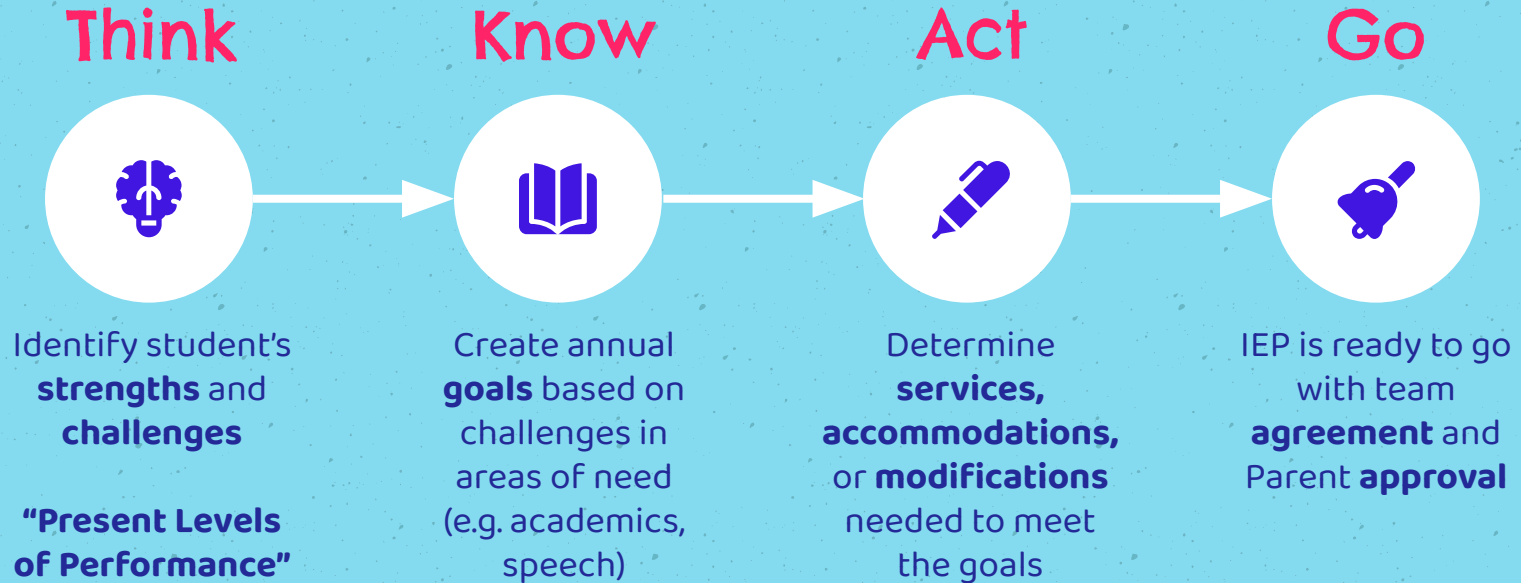
Occupational Therapist
Physical Therapist
Adapted Physical Education



Other

School Nurse
Translator
Other Specialists

IEP Process



Meeting Agenda

Here is a sample Meeting Agenda for an Annual IEP:

- Welcome, Purpose, and Introductions
- Review Procedural Rights & Responsibilities
- Meeting Overview
- Parent input and concerns
- Discuss student's strengths and challenges (Present Levels of Performance)
- Propose new goals and objectives
- Determine program placement & services
- Determine accommodations & modifications
- Conclude the meeting

If the meeting is not finished or an agreement cannot be reached, another meeting will be scheduled.





03

After the Meeting

What happens after the meeting?



Things you should know

1. You will receive a copy of the IEP
2. Follow up on requests
3. Continue to communicate
4. Make requests in writing
5. You can request an IEP meeting at any time.



04 Tips

Setting up a successful
meeting



Tips for a Successful IEP Meeting

Team Approach

Each person on the team brings a different perspective and expertise. Work together.

Prepare

Discuss concerns with case manager before meeting.
Write down questions to ask at the meeting.
Review previous IEP.

Focus

Keep the focus on your child's needs.
Share your expertise about your child and listen to others.

Communicate

Communicate honestly, directly, and respectfully.
Make requests in writing.



Thank You!

Do you have any questions?

Anne Russell

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