

PREPARING *for* IEP MEETINGS



Parent participation in Individualized Education Program (IEP) meetings can boost a child's success in school and in life. When parents share what they know about their children, teachers can better understand how to help them at school.

A little preparation can go a long way. To get started, organize your child's reports, assessments, medical records, and evaluation information in a folder. Review these documents and write comments about what you have observed about your child.

You are a key member of the IEP Team. The team will share information about how your child is doing and what your child needs to succeed academically and developmentally. The IEP is based on your child's strengths and needs. The information you provide about your concerns and priorities for your child are important to this discussion. If your child appears to do well in school but is struggling at home to get through homework assignments it would be helpful to bring this information to the IEP team.

Share with the team your child's and your family's hopes for your child's future. For instance many children in special education go on to succeed in college and find employment in their choice of careers.

(An IEP overview can be found on reverse side)



VIRGINIA PIRC PARENT INFORMATION AND RESOURCE CENTER

www.PEATC.org • Toll-free: (800)-869-6782

A project of the Parent Educational Advocacy Training Center



IEP OVERVIEW

Who Will Attend?

- Parent(s)
- Student (as appropriate and invited at age 14 when discussing transition)
- Special education teacher(s)
- Regular education teacher(s)
- Professional(s) who can interpret the instructional implications of assessments
- School Division Representative (qualified to provide/supervise special education services)

Optional

- Family members/Friends
- Peers/Advocates
- Specialists
- Other Professionals including Representatives from Early Intervention or Adult Service Agencies

What will be discussed and decided?

- Present Level of Performance
- Annual Goals
- Related Services, Supplementary Aids and Supports
- Special Factors (when needed)
- Placement
- Participation in Statewide and District wide Assessments
- Instruction and Adaptations
- Transition from early intervention services and/or preschool to elementary school
- Secondary Transition from high school to adult life that includes post secondary school, vocational training, employment and independent living if appropriate
- Any revisions to the services, or changes in placement, or refusal of a parent's request for a service or an action (Prior Written Notice):
- An annual review

The preceding overview can help parents to get prepared for the IEP meeting. It is useful to know that there are many sections of an IEP that the school system is obligated to include in the discussion while other topics may not be relevant. A more detailed IEP Checklist is available at the PEATC website www.peatc.org. (Go to the google search bar at the site and fill in "IEP Checklist"). Other links include: Virginia Department of Education (www.doe.virginia.gov/VDOE/sess/ click on parent information), National Dissemination Center for Children www.nichcy.org, and the US Department of Education www.idea.ed.gov.

For more information or for workshops about preparing for IEP meetings, contact PEATC-VIRGINIA PIRC (see reverse side)