

Ideas for Parents: Before, During and After an IEP meeting

Before:

1. Review the current IEP document.
2. Review IEP goals and objectives and progress reports.
3. Decide on at least one or two specific outcomes you would like your child to achieve in the next school year.
4. Review the Notice of the IEP meeting.
 - A. Are the date, time and place agreeable? If not, call the school and offer several alternatives.
 - B. Identify the purpose of the meeting. If you are unsure, call the school and ask for clarification.
5. Decide whether to invite anyone to attend the IEP meeting with you and inform the school. You may invite anyone with knowledge or special expertise regarding your child.

During:

1. Be on Time.
2. Make sure that you understand who is present and why.
3. What are the proper issues for the IEP committee to address?
 - A. Eligibility
 - B. Changes to goals and objectives
 - C. Changes in related services: Assistive Technology, Speech/Language, OT/PT, Audiological, Nursing, Transportation
 - D. Changes in placement
 - E. Changes to the Behavior Intervention Plan
4. Practice active listening.
5. Don't interrupt and expect the same courtesy.
6. Remain calm. Take a short break if necessary.
7. Read or listen to the review of the IEP documents. Make corrections as necessary.
8. Obtain a copy of the IEP. The school must provide a copy at no cost to the parent.

After:

1. File the IEP documents in an accessible place

2. Acknowledge good work by school staff.
3. Present a united and collaborative relationship with the school to your child.
4. Share concerns as soon as they arise at the lowest level possible. If you are not satisfied with the result, meet with the next person up the chain of command.
5. Be aware that you can request another meeting if needed.