IEP Meeting Preparation Sheet

1. Do you have a current copy of your child’s IEP and any current evaluations? Have you read them?
2. What progress have you seen in the last year?
3. What are the primary concerns for this upcoming IEP/school year? Prioritize your concerns.
4. Present Level of Educational Performance from the parent’s perspective:
   a. How does the disability impact your child’s learning?
   b. List your child’s strengths
   c. List your child’s learning opportunities
   d. Are evaluations current? Are more needed?
   e. Where do you see your child in one year in each goal area?

5. List any specific questions that you would like to discuss at the IEP meeting.
6. List any goals/objectives you would like to include on your child’s IEP.
7. Other issues to think about:
   a. Communication between school/parent
   b. Accommodations/Modifications
   c. Extended School Year
   d. Behavior
   e. Social/Communication skills of the child
   f. Related Services
   g. Placement
h. State/District Assessment participation  
i. Extracurricular and non-academic participation  
j. Assistive Technology  

8. Ask for a copy of the schools “draft IEP “prior to the IEP meeting.  
9. Create an agenda for the IEP meeting. Being prepared/knowledgeable is the best way to becoming an effective advocate for your child.  

- Parents are to be afforded “meaningful participation”. Have you been given the opportunity to have meaning input in your child’s education?  

- Parents’ most valuable tool is called “written notice. “The school is required to provide in writing what they are proposing or refusing and why.  

- LRE must be determined by the team. LRE by federal definition is the general education classroom with the use of supplementary aids and service. What kind of supplementary aids and service does your child need in order to make progress in the general curriculum?  

Call the Oklahoma Parents Center if you need specific questions answered about your child’s IEP. Our toll free number is 1-877-553-4332.