

IEP MEETING PREP CHECKLIST

Use this checklist to prepare ahead of time and stay grounded during your IEP meeting.

- Ask for all documents that will be presented 48- 72 hours in advance. Read them through more than once, the first pass can be an overview. The second run through be more detailed and formulate questions. If this is an annual IEP meeting you can see if your child has met their goals and if not ask for clarity at the meeting.
- A list of parent concerns emailed to the case manager 48 - 72 hours in advance.
- Review the accommodations and modifications with your child and assess if those are still supporting for better access to their education, it is a team discussion.
- Have FBA/BIP available if applicable
- The current IEP and/or all testing documents available for reference, I prefer to have a paper copy on hand so when a service provider is speaking I can jot a note or questions I want to ask when they are done speaking.

You are a meaningful participant. Clarity comes from preparation and documentation.



Finding Pathways

IEP & Special Education Advocacy

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