

### **BEFORE AN IEP MEETING**

#### **Consider the following:**

- Obtain and review your child's report and evaluation sent by the district..
- What skills would you most like your child to learn?
- Are there some concerns about your child's functioning at home that could be helped by work in school?
- Are there aspects of your child's behavior that you believe need to be improved?
- What do you believe to be your child's strengths and areas of need?
- What type of reinforcement is effective for your child?
- To what extent does your child interact with same age peers?
- Write down the things you would like to discuss.

### **DURING AN IEP MEETING**

- Take notes at the meeting or ask a friend or spouse to come along to take notes so that you can concentrate on the discussion.
- Bring your list and use it as a guide. Take the time to ask your questions.
- If something is not clear, ask for an explanation.
- If you don't understand a term or acronym, ask what it means.
- Adopt a positive attitude.
- Have realistic expectations of what the school can and cannot do.
- Include your child if appropriate

### **AFTER AN IEP MEETING**

- Communicate frequently with your child's team through a notebook, phone calls, or regular meetings.
- Stay involved. Join parent groups, volunteer in the school, and attend special events.
- Give positive feedback to the team when things work well for your child.
- Continue to evaluate. If the IEP is not working well for your child, talk to the team. If there are still concerns request, in writing to district's chairperson, the need to adjust the program.
- Keep informed. Be an educated parent. Attend workshops and parent meetings.
- Call ECDC for available workshops.

### **KEEPING RECORDS** **What do you do with all that information?**

- Sort by topics (i.e. reports, assessments, Individual Education Programs and a record of telephone calls).
- Organize documents in chronological order.
- Read all documents thoroughly and make notes in the margins if you have questions.
- Evaluate the information by making notes in the margins for how accurate, complete, bias-free, current, understandable, and consistent it is.
- Store the documents in a binder with dividers to keep the information safe and easy to locate.

