

Hendrick Hudson School District
Special Education Parent Teacher Association

IEP Meeting Preparation For Parents

The following are a list of suggestions to help you to start thinking about your child's needs and abilities in preparation of your child's IEP meeting. Answering the questions below will help parents to create a framework to assist them at their child's IEP meeting.

1. Read over any medical records, private testing results and previous IEP reports and/or recommendations. Make a copy of the most important reports and with a highlighter or pen, make notes in the margins with your questions or concerns. Highlight scores or phrases you would like to bring to light at your meeting.

2. If you are bringing new testing and/or reports, be sure to bring sufficient copies to the meeting for all those in attendance. Should you have these reports in advance of your meeting, you can send them to the school, Chairperson of CSE (i.e. Special Education Office Administrator) and/or teachers (therapists), to allow these professionals the time needed to review your material before your actual meeting. This will help foster open communication and maintain focus at your meeting.

3. Using the following list as a guide, consider your child's abilities and needs.

Categories	My Child Can	My Child Needs Help With	What Works For My Child
Academic Skills			

Behavioral /Emotional			
Social Relationship			
Movement/ Physical			
Problem Solving			
Organization			

4. After reviewing this guide, think about instances in which you observed your child learning and what helped him/her the most. This will be important when discussing a child's learning needs at the meeting.

5. Make a list of the goals you believe will be most important for your child. These can be a combination of academic, social and/or behavioral goals.

6. Does your child have transportation needs? (i.e. wheelchair accessible vehicle, car seats, transport to out of district programming)

7. Are there specific considerations, equipment or services needed in your child's classroom which you believe are important to your child's learning success?

8. Have you experienced any problems or roadblocks in helping your child learn or in communicating with the school? Try to identify these issues clearly, without anger or blame and list them briefly.

9. Identify one or two significant things you are concerned with the most with respect to your child's learning needs and write them down. This will keep you focused during the discussion.

10. Take all your notes with you to the meeting and do not hesitate to share them. Invite an advocate or another family member, or a friend of the family who is familiar with your child, to accompany you to the IEP meeting. You will benefit from their moral or professional support.