

Preparing for the IEP Meeting

A Collection of Tools for Parents, Students and Educators

The IEP team is a group of individuals with diverse experiences who share responsibility for and joint commitment to achieving positive outcomes for students. Each team member's input is equally valuable and necessary. Parents are key members of the IEP team and bring an important perspective to the discussion. "Only when each participant's input is respected and appreciated will the most comprehensive understanding of the child be developed" (*Exceptional Parent*, 1993).

Purpose: These IEP preparation tools provide the IEP team with a common focus for IEP development and implementation as well as providing a vehicle for individual perspectives to be shared.

How and When to Use these Tools: These tools can be shared at parent group meetings, staff meetings and other professional development activities. The parent preparation and student preparation tools may be mailed to families with the Notice of the IEP Meeting. Educators may also use the student preparation tool with students as a way of preparing them for participating in the IEP meeting and building self-advocacy skills.

Source: English and Spanish versions of these tools may be downloaded by visiting the SPAN website at:
www.spannj.org/START/ToolsForParentProfessionalCollaboration.htm.

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