

IEP Meeting Agenda

Student Name: _____

Date: _____

Case Manager: _____

Introductions:

_____ Name	_____ Position/Title	_____ Name	_____ Position/Title	_____ Name	_____ Position/Title
_____ Name	_____ Position/Title	_____ Name	_____ Position/Title	_____ Name	_____ Position/Title
_____ Name	_____ Position/Title	_____ Name	_____ Position/Title	_____ Name	_____ Position/Title

- Purpose of the IEP Meeting:**
- Establishment of Time Parameters for the Meeting, if any**
- Parent Rights/Procedural Safeguards**
- Review/Update Student Information on IEP Cover Page**
- Review Progress of Previous Goals and Objectives**
- Review of Current Assessments from the District**
- Review of Current Independent Assessments, if any**
- Present Levels of Performance**
- Review/Determination of Eligibility Criteria**
- Develop/Proposed Goals and Objectives**
- Special Factors**
- Discuss Placement Continuum**
- Designated Instruction and Services, if necessary (depending on placement, frequency, location and duration)**
- Review IEP Team Notes**
- Sign all Forms**
- Distribute Forms**

At meeting Other Means _____