1. Keep in mind, everyone is at the IEP for a common purpose, *your* *child*
2. Prepare an “About my Child” document that includes your goals for your child, strengths and challenges, and parent concerns. You can send this to your child’s teacher in advance of the meeting. This helps all the IEP team members prepare draft goals and complete paperwork,
3. If you would like, request copies of draft documents prior to the IEP meetings. This may include assessment reports and goals/objectives. Review these documents before the meeting so you are prepared to discuss them
4. Don’t be afraid to ask questions. Ask questions if something is unclear. Ask questions if you have a concern
5. Please arrive on time and ready to start the meeting
6. Make requests in writing so staff can follow-up as needed. Also, check IEP notes at the end of the meeting, before you leave, to ensure your requests are appropriately captured.
7. If necessary, you can agree to disagree in a respectful way.
8. Remember, you can take the IEP document home after the meeting to read it fully before signing in agreement to all or part of the IEP.