IEP MEETING

INDIVIDUALIZED EDUCATION PROGRAM (IEP)

Name:_____ Date of IEP Meeting_____

IEP MEETING AGENDA & MINUTES OF THE MEETING

Check each item after discussed:

1. ____ Introduce IEP Team Members
2. ____ State Purpose for the Meeting
3. ____ Review Rights and Procedural Safeguards Pertinent to Special Education
4. ____ Review Information to be considered by the IEP Team
5. ____ Identify Student Needs
6. ____ Determine Student's Participation in Assessment Programs
7. ____ Discussion and Selection of the Least Restrictive Environment
8. ____ Summary of Services Required to Meet Student's Areas of Needs
9. ____ Distribution of the Copies of the IEP

Please write meeting notes here:_____