



# MY IEP MEETING PREP KIT

Your Guide to a Confident Conversation

## MEETING DETAILS

Child's Name & DOB	
Meeting Date & Time	
Location / Platform	
School Year / Grade	
Meeting purpose	
Key School Contact	
Support Person I'm Bringing (Optional, Remember to notify the school ahead of time!)	

## MY PREPARATION CHECKLIST (Before the Meeting)

- ☐ READ THE OFFICIAL MEETING NOTICE FROM THE SCHOOL.
- ☐ REVIEW THE CURRENT/DRAFT IEP (IF APPLICABLE).
- ☐ LOOK OVER RECENT REPORT CARDS / SCHOOL PROGRESS REPORTS.
- ☐ REVIEW RECENT SCHOOL EVALUATION RESULTS/REPORTS.
- ☐ GATHER RELEVANT NOTES/REPORTS FROM DOCTORS OR PRIVATE THERAPISTS.
- ☐ COLLECT ANY HELPFUL SAMPLES OF MY CHILD'S WORK.
- ☐ REVIEW MY OWN NOTES & OBSERVATIONS ABOUT MY CHILD.
- ☐ FILL OUT THIS ORGANIZER!

# About My Child: My Perspective

## My Child's Amazing Strengths & Talents:

(What are they good at? What positive qualities shine through? What makes them unique?)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

## Things My Child Loves & What Motivates Them:

(What topics, toys, activities, or rewards get them excited and engaged?)

- \* \_\_\_\_\_
- \* \_\_\_\_\_
- \* \_\_\_\_\_
- \* \_\_\_\_\_

## Areas Where My Child Needs Support / Current Challenges:

(Consider schoolwork, communication, social skills, behavior, independence, etc. and Be specific.)

*\*Examples: Difficulty following multi-step directions. Becomes easily frustrated with writing tasks. Struggles to initiate play with peers. ETC.\**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

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# My Hopes & Goals for This IEP

## My Vision for My Child This Coming Year:

(What progress or growth would you love to see overall?)

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# Main Goals and Priorities

## My Top 3 Priorities / Goals I Want Addressed in This IEP:

(Be specific and think about what skills or supports are most important right now.)

1. Priority/Goal: \_\_\_\_\_  
My thoughts/ideas: \_\_\_\_\_
  2. Priority/Goal: \_\_\_\_\_  
My thoughts/ideas: \_\_\_\_\_
  3. Priority/Goal: \_\_\_\_\_  
My thoughts/ideas: \_\_\_\_\_
- 

## My Questions & Topics to Discuss:

Think about progress tracking, teaching strategies, communication, services, inclusion, behavior support, technology, etc. ( No question is too small! )

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

## Terms/Acronyms I Need to Look Up or Ask About:

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# From The Meeting Notes:

## Key Discussion Points / Important Information Shared:

(Key points, actions that need to happen, and things you want to remember)

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## Final Plan for Support

## Decisions Made / Agreements Reached:

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