

Strategies for Effective Teaching and Learning

Suggested Individualized Education Program Meeting Agenda

- Welcome and introduction of participants and their respective roles
- Statement of purpose
- Review of previous year's IEP (except for initial placement) and accomplishments
- Discussion of student's present level of performance and progress:
 - Assessment information
 - Strengths and emerging areas
- Consideration of specific needs:
 - Instructional modifications and accommodations
 - Participation in state- and districtwide assessments
 - Related services
 - Assistive technology needs
 - Transition goals
 - Behavior intervention plan
 - Language needs for student with limited English proficiency
 - Braille instruction for student who is visually impaired
- Development of annual goals (and benchmarks if appropriate)
- Recommendations and justification for placement in least restrictive environment
- Closing comments, securing of signatures
- Copies of IEP to all team members