

IEP Meeting Format:

1. Introductions
2. Review present levels of performance (old goals and objectives, how he/she is doing now....this is where regular education teachers and service providers will have some input)
3. Review least restrictive environment, explain this concept to parent if need be
4. Review proposed new goals and objectives
5. Review all five transition areas-be specific, include present levels of each area and possible future goals of each area if needed
6. Explain service *time*, *type* and *setting*
7. Review transfer of rights (must be reviewed at least 1 year prior to age 18)
8. Review Minnesota assessment information
9. Review need for extended school year
10. Review adaptations needed
11. Questions/comments