

Kaleb's Individual Education Plan (IEP)

Meeting Agenda

OPENING BUSINESS

- 1. Welcome**
 - a. Introductions
 - b. Attendance signatures
- 2. Overview of IEP Meeting**
 - a. Purpose of Meeting
 - b. Time Parameters
 - c. Meeting Norms
- 3. Review of Procedural Safeguards**
- 4. Verify student data**
 - a. Home address/phone number
- 5. Review eligibility for special education services**

Updates

- 6. Review current progress report**
- 7. Review parent concerns**

DISTRICT OFFER

Based on placement and services the district makes an Individual Education Plan

- 8. Summary of District's Offer of Free Appropriate Public Education (FAPE)**

MEETING COMPLETION

- 9. Signatures**
 - a. agreement/conditional agreement/take home to review
- 10. Copy of IEP to family**
- 11. Adjournment**