

IEP MEETING NOTES SHEETS

➤ 3 TEMPLATE PAGES

➤ PDF OR GOOGLE

➤ AGENDA HELPER

➤ ORGANIZATION TOOL



Caroline Koehler

2 NOTE AGENDAS - 1 NOTES ONLY

Specifically Designed Instruction – Outline the delivery of content and instruction.
Provisions – Note and describe what special education services will be offered.
Least Restrictive Environment – Discuss the time spent in general education and what the day looks like.

[illegible]

Services and Providers: Indicate what special education services the student qualifies for along with the frequency and duration of the support.
Accommodations: Explain assessment participation, testing, and accommodations. Include any in class modifications, aids, and supports.

[illegible]

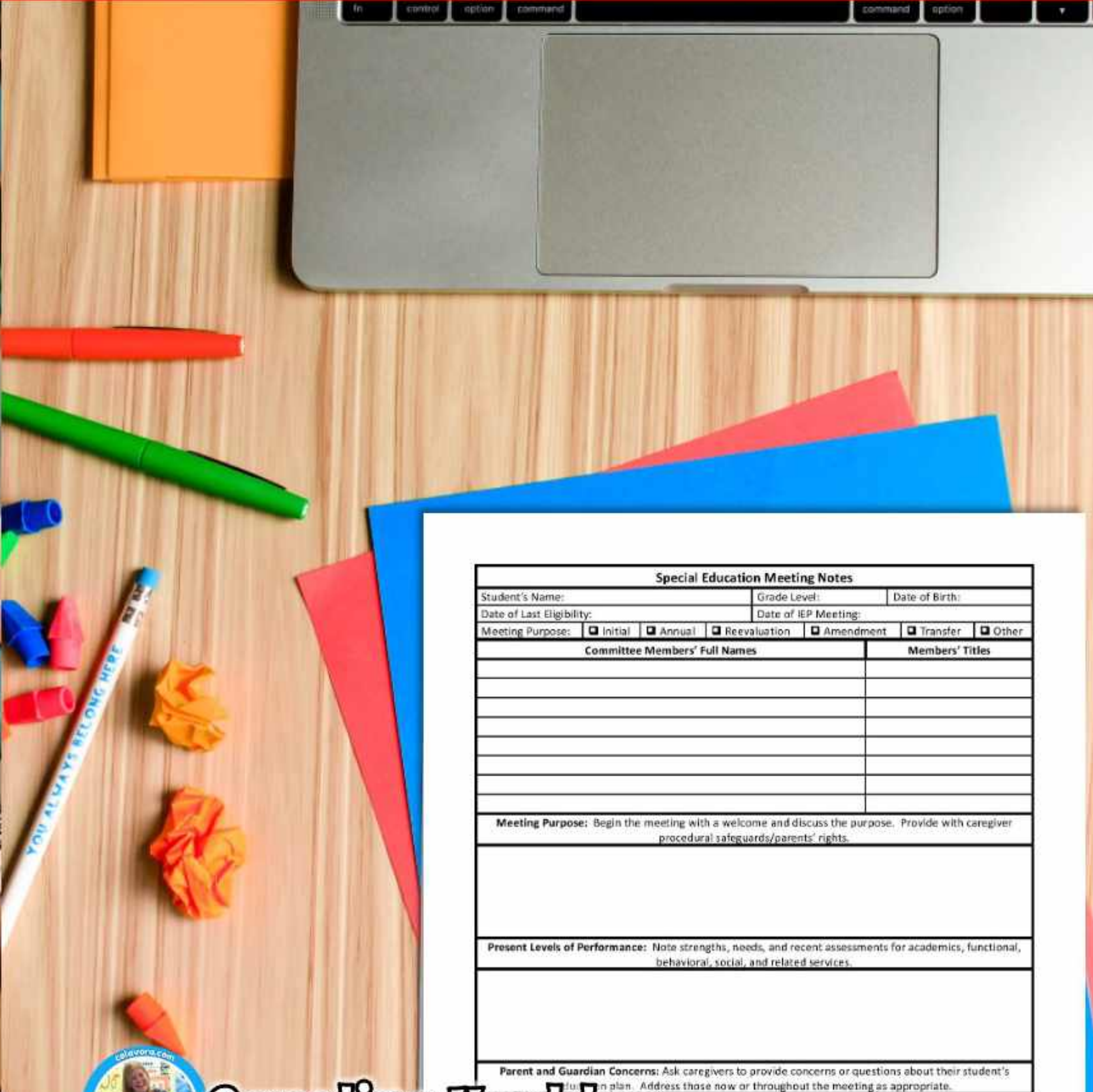
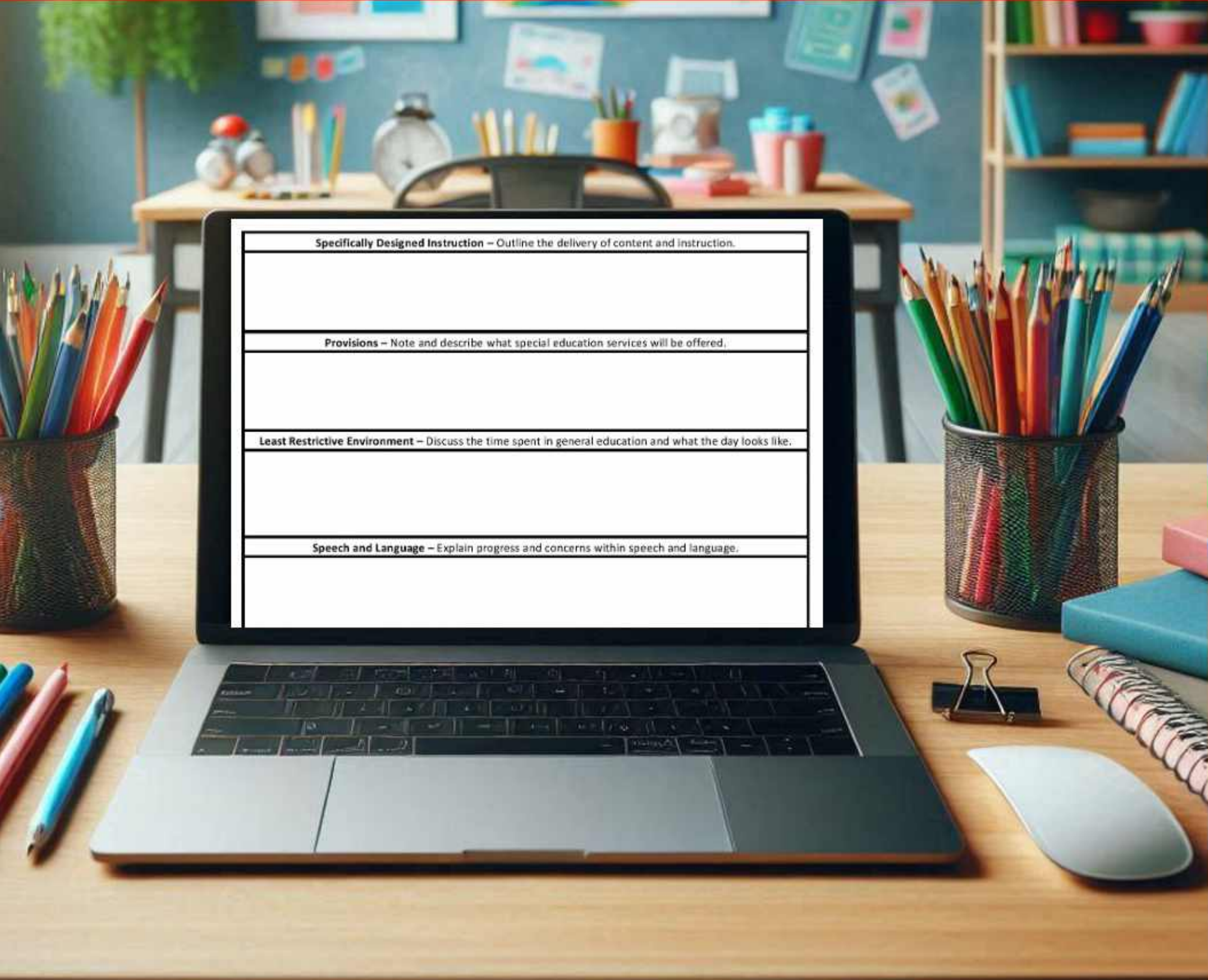
Notes

Special Education Meeting Notes		
Student's Name:	Grade Level:	Date of Birth:
Date of Last Eligibility:	Date of IEP Meeting:	
Meeting Purpose:	☐ Initial	☐ Annual
	☐ Reevaluation	☐ Amendment
	☐ Transfer	☐ Other
Committee Members' Full Names		Members' Titles
Meeting Purpose: Begin the meeting with a welcome and discuss the purpose. Provide with caregiver procedural safeguards/parents' rights.		
Present Levels of Performance: Note strengths, needs, and recent assessments for academics, functional, behavioral, social, and related services.		
Parent and Guardian Concerns: Ask caregivers to provide concerns or questions about their student's education plan. Address those now or throughout the meeting as appropriate.		
Goals: Discuss last year's goals if applicable. Share progress monitoring and introduce new goals along with how each goal will be monitored, documented, and reported to caregivers.		



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EDIT IN GOOGLE + TYPE ON PDF



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