

What Are Student Roles and Responsibilities in an IEP Meeting?

Before the Meeting:

- Tell your teacher and your parent that you would like to participate in your IEP meeting.
- Tell your teacher and parent about whom you would like to invite to the meeting and send invitations to those people.
- Prepare for the meeting by reviewing the IEP process. Ask questions about anything you do not understand.
- Think about your strengths and weaknesses in school. What are you good at? What do you struggle with or need help doing? Create goals that involve your strengths and will help you with your challenges.
- Write down any questions or share concerns you have about the meeting with your teacher or parent.
- Practice how you would like to present your strengths, weaknesses, and/or new goals at the IEP meeting.
- Work with your teacher or case manager to prepare an agenda for the meeting. Talk about a plan for what to do if you have a question or begin to feel uncomfortable during the meeting.

During the Meeting

- Make introductions so everyone knows who is at the meeting.
- State the purpose of the meeting and the reason why you are there.
- Review the meeting agenda and participate in setting ground rules for the meeting.
- Talk about your needs, goals, and interests.
- Ask questions.
- Thank everyone for coming.

After the Meeting

- Keep a copy of the IEP you helped to create for your use. Remember what everyone agreed to in the IEP and make sure you are receiving the accommodations and modifications that are included in the IEP.
- Know that you can call another meeting to talk about your IEP if you want to make a change or feel like the IEP is not meeting your needs.
- Understand how your IEP is helping you to meet your long long-term goals in school and in life. Think about areas where you need to improve and brainstorm new goals for next year's IEP.

Adapted from *Implementing Student-led Individualized Education Programs (IEPs) in the District of Columbia*, developed by the DC Secondary Transition Community of Practice's Youth Leadership Subcommittee.