

Menlo Park City School District
Triennial and Annual Review IEP Meeting

SAMPLE AGENDA

1. Welcome & Introductions
2. Purpose of the Meeting
3. Parent Rights
4. Seven Norms of Collaborative Work
5. Progress Towards Current Goals (& Short-term Objectives, as-appropriate)
6. Present Levels of Performance and Review of Assessment Results
 - 6.1 Parent Input
 - 6.2 Student Input (when appropriate)
 - 6.3 Report from the School Psychologist, including eligibility statement
 - 6.4 Report from General Education Teacher
 - 6.5 Report from Special Education Specialists
7. Development of New Goals (& Short-term Objectives, as-appropriate)
8. Determination of Services Required by the Student
9. Discussion and Agreement Regarding Placement
10. Closure