

Menlo Park City School District
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
 - 6.1. Parent Input
 - 6.2. Student Input (when appropriate)
 - 6.3. Report from General Education Teacher
 - 6.4. Reports 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