# FACILITATED TEAM MEETING AGENDA DEVELOPMENT FORM

Student: Name and Role of Team Member:

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| The purpose of this form is to seek input from meeting participants to assist in building an agenda for the facilitated team meeting. As an important member of the team, your input into this process is vital to a successful meeting.  Please return this form to the Facilitator as soon as possible. | |
| AGENDA DISCUSSION ITEMS | |
| **Ideas for discussion:** | **Other items you want to add to the agenda:** |
| **Purpose of the Meeting:**   1. Why are we meeting? 2. What do you think the end result of the meeting should be? |  |
| **Current Status:**   1. How does the student’s disability affect his/her education and ability to access the general curriculum? 2. How is the current IEP working? |  |
| **Evaluations: Yes D No D**   1. Is there any new evaluative data that should be discussed? 2. Are any new evaluations needed? |  |
| **Educational Needs:**   1. What is working well? 2. Where are the gaps between the student’s skills and the general curriculum? 3. What are the most important educational needs to address at this meeting? |  |
| **Supports:**   1. Describe the specially designed instruction in order to meet educational needs. 2. What related services are necessary in order for the student to benefit from specially designed instruction? 3. Are accommodations & modifications needed? 4. How do staff need to be supported? 5. How do parent(s) need to be supported? |  |
| **Least Restrictive Environment Considerations:**   1. What supplementary aids & services are needed to support the student in the LRE? 2. Describe the amount of time and types of activities the student will participate with nondisabled peers. |  |
| **Extended School Year Considerations: Yes D No D**   1. What educational needs require uninterrupted supports? 2. How can those needs be met? |  |
| **Transition Considerations: Yes D No D**  *15+ or by the end of 9th grade, whichever comes first or earlier if deemed appropriate by the IEP team. ECEA Rule 4.03(6)(d).*   1. What are the student’s goals after high school? 2. What help does the student need to make progress? |  |
| **Other Discussion Items:** |  |

