

# Team Preparation Checklist

## BEFORE

making decisions about IEP services, are all team members prepared?

Directions:

1. List the initials of team members in the spaces provided
2. Check or date each space to indicate that the team member has the needed information **before** participating in making decisions about IEP services.

Initial of Team Members

<b>Background and Legal Context</b>							
Definitions and Related Information about: Special Education							
Related Services							
The <i>Rowley</i> and <i>Tatro</i> Decisions							
Parental Involvement							
Regular Education and Teacher Involvement							
The IEP Team							

### **Team Practices**

Learn About Team Members							
Acknowledge Varying Decision-Making Values							
Develop a Shared Framework							
Clarify the Process							
Seek Consensus and Clarify Procedures if Consensus is Not Achieved							

### **Learn About the Student**

Student Characteristics							
Educational Program Components							
IEP Goals and Objectives							
General Education Curriculum							
General Supports							

### **Learn About the Context**

Learn About Existing Options							
Location							