

INDIVIDUAL EDUCATION PROGRAM



The purpose of this brochure is to provide suggestions to help families in the IEP process. Using this information may assist families in effectively participating in their child's IEP meeting, understanding their legal rights, and creating an IEP which addresses their child's strengths and needs.



WHAT IS AN IEP?

An Individualized Education Plan (IEP) is a plan that is developed for each public-school child who is found eligible for special education services. The IEP is developed by a team which includes parents, educators, and other professionals who understands the unique gifts and needs of the student. The plan should address the needs, goals, and related services for the student to meet their unique educational needs.

HELPFUL RESOURCES



Family Guide

<https://ddc.wv.gov/Documents/3rd-Edition-Parents-Advocacy-Guide.pdf>

WV Parent Training & Information

<http://www.wvpti-inc.org/>

Hand in Hand Guide

<https://wvde.us/wp-content/uploads/2020/02/2020-Hand-in-Hand-Booklet.pdf>

WV Office of Rehabilitation Services

<https://wvdrs.org/>

Procedural Safeguards

<https://wvde.us/wp-content/uploads/2022/11/25156-Procedural-Safeguards-v2.pdf>

Policy 2419

<https://apps.sos.wv.gov/adlaw/csr/readfile.aspx?DocId=55985&Format=PDF>

CABELL COUNTY SCHOOLS
2850 5TH AVENUE
HUNTINGTON, WV 25701
304-528-5029



www.cabellschools.com

FAMILY GUIDE



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HELPFUL TIPS TO CONSIDER WHEN PREPARING FOR AN IEP MEETING



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THINGS TO CONSIDER



- Obtain health records from medical professionals if applicable.
- Obtain copies of school records (previous IEPs, progress notes, assessments and work samples).
- Talk with school staff about your student's progress prior to the meeting.
- Make a list of your students' strengths & weaknesses.
- Request an interpreter be present if applicable.
- Develop a list of questions & concerns prior to the meeting.



- Ask for clarification if you don't understand something that is said.
- Compare school's goals & your goals.
- Discuss what you feel will help your child be successful.
- Listen to all viewpoints.



- Ask for a copy of the IEP.
- Clarify any questions.
- Remember you can ask for an IEP meeting at any time.
- If another meeting is needed, schedule a date & time.

QUESTIONS TO CONSIDER

- What services will my child be receiving (time/location)? Who will be providing the services to my child?
- How will I receive progress reports? When will I receive progress reports?
- Who will be my contact person/monitoring teacher? What is their contact information? When is their planning time?
- What should I know about transition services for my child?
- How do I schedule an IEP meeting for my child?
- What do I do if I disagree?
- What do I do if I think my child needs an evaluation?

For more information & answers
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