

IEP Meeting Basics for Administrators and Administrative Designees

By Request

To request this workshop, send an email message to the contact person identified below.

This workshop is intended to assist individuals who attend IEP meetings in the role of either Administrator or Administrative Designee. This workshop is meant to provide general information for new administrators and a refresher for existing staff.

This workshop will include:

- Brief overview of the SELPA Procedural Handbook
- Review of eligibility procedures and criteria
- Guidance for facilitating challenging IEP meetings
- Flowcharts for the referral to review process
- Sample IEP, meeting agendas, checklists, and timelines
- Requests for additional services and assessments
- Summary of Parent Rights and parent participation

Presenter(s): Patti Bangs, M.S., CCC-SLP/L, Anna Kauble, Ed.D., Jennifer Smith, M.A., and Val Wiltse, M.A., Program Specialists, Monterey County SELPA

Participants: Special education and general education management and administrators

Time: This is a 1 ½ - 2-hour presentation

Contact: selpa@montereycoe.org